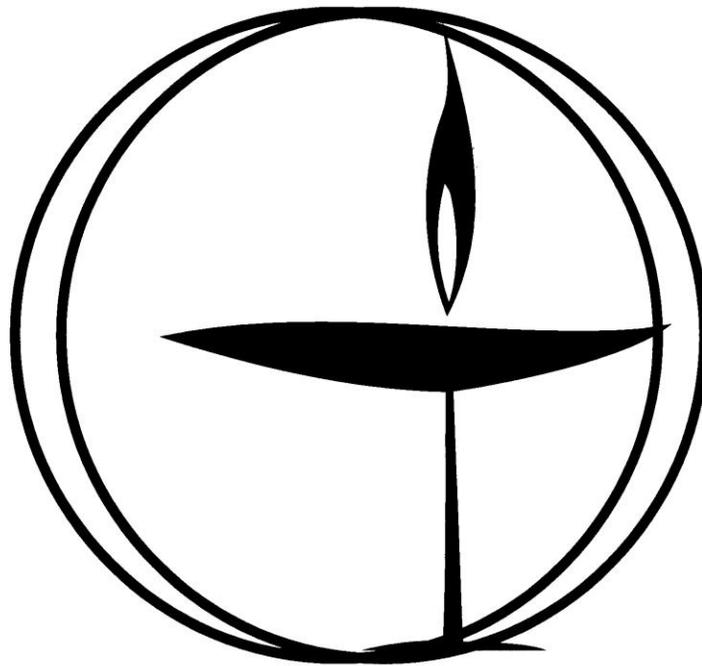


BOISE UNITARIAN UNIVERSALIST FELLOWSHIP

Annual Report

5/19/2013

6200 N Garrett St, Boise Idaho 83714



Welcome to the 2012-2013 Annual Report of the Boise Unitarian Universalist Fellowship (BUUF). This year's report contains a picture of the state of the Fellowship, how it is organized and makes decisions, and the exciting and illuminating results of the Fellowship-wide discernment and visioning exercise reported group by group in the form of Vision and Mission statements.

A glance at the following Table of Contents shows that this report is organized in three major parts. The first is comprised of the reports from the BUUF Minister, BUUF Director of Religious Exploration, and President of the BUUF Board of Directors, the second gives a comprehensive picture of the state of the Fellowship; and the third the vision, mission and activities of BUUF committees and ministries. All together they form a picture of our vibrant and active Fellowship that can inform both people who are new to the fellowship as well as longtime members.

Heartfelt thanks are due to contributors to the report and the groups that engaged in the reflective and thoughtful discussions that lead to the vision and mission statements included in this report.

We hope you find this report as interesting to read as it was for us to create,

The Board of Directors and Staff of the Boise Unitarian Universalist Fellowship

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Minister's Report

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Minister e-mail: uurev@pobox.com

In Memoriam

Mary Lou Brownson
 Horace Knapp (Dick Knapp's father)
 Sandy Laysen
 Elli West (Angie Tate's mother)
 Marge Appel

Wedding

Craig Cole and Valerie Wright
 Sharene Gossen and Lori Watts
 Marti Gudmundsen and Nick Molenaar
 Ethan Lincoln and Kendall Woodcock
 Kellie Maggard and Thomas Sauriol (grandson of Roy Montague)

CONGREGATIONALLY SPEAKING

[Procedural note. Since last year, the Board has asked all annual reports to follow a given structure (Vision Statement, Mission Statement, Goals for the year to come, Goals and Accomplishments for the year past) to the worthy end of having consistency and getting the same type of information from all groups and people. Last year, I submitted my report in this form, but for this, my last report, I am reverting to the form I have used for the previous 23 years: a ministerial overview of the year past, including as many aspects as possible, including successes, failures, exhortations, hopes and celebration. I personally believe that this is a more useful form for the minister's annual report, because it provides one place where a person may read an overview, arguably by the person in the congregation who has the largest perspective.

Who knows what form the Minister's Annual Report may take in the future? Poetry? Interpretative dance? A rock opera? The sky is the limit!]

This year, momentous in our history as we bring to a close my 25 years of called ministry with you, I am going to reflect on events since November 15, 2009. On that date, I announced in a sermon that I would be retiring in June, 2013. UU ministerial colleagues were, by and large, horrified, envisioning that I would become an immediate lame duck ("They'll stop inviting you to meetings." oh no!), or that people would start acting up or acting out. I disagreed, saying that I thought 3 ½ years was a perfectly fine amount of time to honor our long time together, to make an intentional transition. I am glad to say that I was right, and that in all areas but one, we are stronger, relationally and structurally, than we were in November, 2009.

Might as well get the "but one" out of the way. We have what feels like a nearly fatal weakness when it comes to the subject of financial stewardship. I, all the lay leadership over the years, and the entire congregation have

simply failed—really failed—to create a congregation of generous, joyful, faithful financial donors. We have failed the simple (but not easy) task of setting up and maintaining a Financial Stewardship Group [committee, strand, whatever] that enthusiastically begins work in the fall, for a creative, successful operating canvass in the spring. I know these words will sound harsh and ungrateful to the many of you who have tried valiantly to solve this problem, and I mean nothing personal to any of you—whose efforts I do, in fact, appreciate enormously. The fact remains, however, that all of us—probably I more than anyone else—have failed to create a system in which we are all rational, forthcoming, relational and happy about seeing that we have enough money to move forward as we need to. Is this the big “systems” stumbling block that keeps us at 250, the unconscious refuse-to-solve problem that allows us to remain less than our potential? I leave those questions for the ministries to come—may they be answered!

OK. Let me move to the ways we have risen to the “transition occasion,” and have brought ourselves to a place where you can expect great things from the years to come.

John Kotter, in the introduction to his book *The Heart of Change*, says,

Our main finding, put simply, is that the central issue is never strategy, structure, culture, or systems. All those elements, and others, are important. But the core of the matter is always about changing the behavior of people, and behavior change happens in highly successful situations mostly by speaking to people’s feelings.

Whether our transition activities have been primarily relational or structural, they have all served to address people’s feelings.

When the retirement announcement was made, the Committee on Ministry volunteered to pay close attention to the spiritual, emotional, and mental aspects of the transition, doing whatever seemed necessary to ease into this big change. They made themselves known to the congregation, and people have talked with them. They helped other groups, presenting workshops on change and transition. They mediated two very difficult situations, one in which potential donors of a gift were inadvertently offended, the other an intervention in a group situation where one member was publicly attacking another member of the group, and spreading negativity toward the person. From the first situation arose a much-needed Gifts Policy; from the second, learning and reconciliation occurred. People’s feelings were being attended to.

The Committee on Ministry was supportive of me during 2010 and 2011, when my now-ex-husband Bob and I were separated, and during which year the staff was given an 8% pay cut. CoM also “distilled” the considerable amount of transition material provided by the Unitarian Universalist Association, so that the very busy Board didn’t have to wade through it all; CoM created a draft timeline for the Board, so they had something to start with, to create the calendar of all the things for which they would be responsible.

Doing all the above, plus—perhaps most importantly—listening and watching lovingly and carefully, for people or situations that might need attention, the CoM served as a kind of “overview sounding board,” and helped keep relationships of all kinds in the right places.

Events created by the Festivities Committee, plus a very, very large group of people, have celebrated our time together in such creative and fun ways. We had Art With Elizabeth, featuring poetry, improvisational theater, workshops, and aprons with a design by me. The Twelfth Night Elizabethan Dinner was a high point in the church’s history, with about 200 people (at least half in costume) attending a feast (whole pig and all), with Queen Elizabeth and her consort and courtiers at a head table. There was the Communi-Tea, attended by the many community members with whom I have worked over the years. The June 1 party involves my giving everyone a card I made, with a fortune on the back. The final service on June 2 will be a fabulous presentation of poetry and music, with me and my guests leaving at the end—in a limo! Our long transition has enabled us to get used to the idea that we stand on a threshold, and it has inspired incredible heights of creativity in so many people. We know how to make that “liminal” move, goodbye and hello.

One of the most important spiritual developments in our congregation is the development of the Quest program. Developed in the Madison, Wisconsin UU church, it is an 18-month program in which participants explore their own hearts, souls and minds: individually, in regular spiritual practice; in an ongoing monthly “integration” group of half of the participants plus a leader; and quarterly, at retreats with all participants and leaders. The Madison church has conducted this program three times, and it has made a difference in the congregation, providing a central core of people who take non-dogmatic, non-belief-oriented spirituality very seriously, as a way of nurturing their souls and helping them become people who heal the world. The Madison minister had reservations, back in 2004, but he is a convert, seeing that the church’s culture has shifted, to become more compassionate, respectful, and committed to exploration in depth, of soul issues. This has had a salutary effect on the work of the church.

The Quest Steering Committee, upon which I serve, has worked very hard all during this program year, creating a process for informing the congregation, recruiting leaders, taking applications, and choosing participants. We have gotten the word out well, so already there is awareness that a sizable group of congregants will be engaged in an 18-month program of spiritual growth. We have 18 participants, two integration leaders, 16 spiritual companions, plus six Steering Committee members, and the Quest minister, interim minister Rev. Dana Worsnop. We are very lucky to have an interim who is willing to spend a not-insignificant amount of her time on this relational, spiritual program.

Structurally and organizationally, there have been a lot of changes in BUUF, all of which have made our church stronger. (Thereby addressing people’s feelings, giving them more confidence.)

My 8 years of experience on the UUA Board have given me a lively appreciation for good governance, and I have been able to bring home a good deal of what I have learned. The principle that the Board does policy and finance, while “operations” are taken care of in other ways, has been embraced creatively and intelligently by leadership.

The Boards of the past three years have been incredibly hard working, making time and space for both “nuts and bolts” of things like policies and budgets, and also for vision, for reflecting on what we want to be. This has been particularly evident as the Board has addressed the knotty issues of what it means for a congregation like ours to do social justice work in the name of the congregation. However, many interesting topics have passed through the busy heads of Board members engaged in Saturday-morning vision sessions.

One of the things of which I am most proud is creating the Program Ministry Council as the “operations” arm, and having the good sense to recruit Cathy Carmen and Paul Schlobohm as co-chairs. They understood the concept, and have created a system, including organizational chart (with a lot of help from Jane Breckenridge). The PMC is fully on its feet, an integral part of a church system that knows who is supposed to be doing what kinds of things.

Other committees have put forth their best, and highly successful efforts, to keep this place of memory and hope in great shape: the Worship Committee has dedicated itself profoundly to making the central weekly event of our Fellowship life meaningful, honest and deep, addressing transition directly and indirectly; the Fellowship Connections folks (badly in need of more personnel) has extended itself to welcome and gather people in; the Personnel Committee helps keep staff morale high, by its responsible, supportive, reasonable work in recommending salary and benefits. (And kindly nudging me to be sure to get my evaluations in on time.) Religious Exploration offers our children opportunities to grow into respectful, question youth and adults; Adult RE classes cover so many fascinating topics.

I spend so much time on structure and organization, because our Fellowship’s structural and organizational response to learning about my leaving has been quite different from the response of many congregations. It is

said that many just “give up,” wait for the next person, spend time grumbling or trying to maintain business as usual.

BUUF has not done this, relationally or organizationally. You/we have spent three and a half years—especially the past couple of years, and especially this one—asking “What do we need to do to improve and be ready to meet the future?” Then, answering the question and doing it.

Pretty amazing.

THE MINISTER’S YEAR IN BRIEF

Usually, I give a list of all the things I have done, but not this year. What I want to say here is that we have had a very good run in our 25 years together, and that I am grateful beyond words. I have learned and I have taught; you have learned and you have taught. We are a more accepting, loving, respectful, welcoming, spiritual, courageous and straightforward congregation because of our work together.

If I am any more loving than I was 25 years ago, it is a result of all those rough edges being smoothed by my time with you. If I have more kindness, or less judgment, it is because you have loved me, beaten me up on occasion, held me when I was broken, and stood by each other and me.

I am incredibly grateful that BUUF is a congregation that has cheerfully sent its minister off, four times a year for 8 years, to serve as elected trustee to the UUA Board—a lot of churches get short-sighted and petty around keeping the minister close, and you just don’t do that. Because I have been so involved in the national picture—and also, because I am a faithful attender of UU Ministers’ Association Continuing Ed meetings, twice a year—I have been able to bring back ideas, to refresh my own thinking, and to have a perspective I wouldn’t have had otherwise.

I am also grateful that our congregation has totally foiled the naysayers. There has been absolutely no lame-ducking—folks have made appropriate demands on my time right up to the end (two weeks away from this writing), for which I have been glad. There has been almost no “acting out,” except the two occasions I mentioned, and those were dealt with directly, respectfully, even lovingly, as has been our habit all these years, when issues arise. And the grief and anticipation of this huge transition has energized leadership, propelling them into new programs, ideas and structures. Finally, I am very touched at the emotional and spiritual environment we have created: acknowledging difficulty and grief; not afraid to speak of how we have loved each other; knowing that we will miss each other; excited and creative about going forth into the new future. We rock, really.

Putting aside the “role” of Boise’s UU parish minister has been the big spiritual job of my last three years, and I feel that I’m doing OK with this big project. (I guess time will tell!) It has been a challenge to believe that I will stand just as centeredly—albeit quite differently—in whatever new ways come into my path, but it all seems right. I am ready, and I leave in great love and faith.

Director of Religious Exploration for Children and Youth

Contact information

BUUF Director of Religious Exploration: Emmie Schlobohm

DRE email: dre@boiseuu.org

Vision Statement

The vision of the Director of Religious Exploration for Children and Youth is, in partnership with the congregation, to create the sacred space, both physical and emotional, for children and youth to explore, discover, grow and transform. To encourage families and friends of RE and the larger BUUF community to help each other connect with the sacred and profound as they foster caring appropriate relationships with our children and youth.

Mission Statement

The mission of the Director of Religious Exploration, in collaboration with the congregation, is to grow the RE ministry to be a resource for friends and families of all kinds building their sense of community and commitment to our community, deepening their Sunday experience, and providing resources for them to take their UU faith development beyond Sundays.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Enthusiastically support the interim process and the deep reflective work that involves.	RE will be involved at all levels of interim work done by the congregation.
2) Continue to strengthen the RE Team and RE infrastructure and keep the momentum gained during the spring of 2013 building.	RE Team meets regularly and accomplishes goals joyfully Increased participation in RE-sponsored activities
3) Establish a more intentional social justice theme interwoven within all classes and events for the RE Community of friends and families	Regularly scheduled service project activities at each class level Service projects at all RE-sponsored gatherings Work collaboratively with Justice Outreach Strand and Congregational Care Team to implement coordinated efforts for reaching in and reaching out to the community.

Goals and Accomplishments for 2012-13

2012-13 Goal 1: Original goal was replaced with goal of reforming and revitalizing the RE Committee

After following Plan-Do-Study-Act model for 2+ years with attempts at a decentralized model for the RE Committee, I decided to go back to a centralized RE Committee model after the beginning of this program year. I consulted with my LREDA Good Officer and religious education peers in the PNWD to find someone to facilitate a retreat for people interested in forming an RE Committee. Our facilitator, Lynne Bacon, was chosen and she designed a retreat that was held on February 16.

Results:

There is now a 9-member committee that has met monthly since February.

This group has chosen the overall goal of helping to make our congregation more welcoming and inclusive for young children and their families.

This group has chosen “RE Team” as their name because that speaks to a dedicated group of people working together towards common goals.

Team has sponsored and will be sponsoring two all-family gatherings (March 10 and May 18), Teacher Appreciation Breakfast (May 19), and Groovin’ in the Grove event(mid August)

Two members work in the DRE office as administrative assistants 4-5 hours per week

2012-13 Goal 2: Strengthen family and community connections within the RE community and the greater BUUF community

Results:

All classes had an end-of-year family gathering in their class room.

Two all-family gatherings were held this year, March 10 and May 18.

Work is underway to reorganize the BUUF children’s library and transform it into a family resource center. Madge Thomas and I have been working on this for the last few months.

2012-13 Goal 3: Design the year’s elementary and secondary class plan using the curriculum vision overview for Religious Exploration for Children and Youth at BUUF.

Results:

This project had to be put aside for this year due to personal issues of the curriculum vision team. The final curriculum vision overview will be completed by the end of May. However, working from our working draft of a curriculum vision overview, all curricula were chosen from the UUA Tapestry of Faith collection. The Tapestry of Faith collection of curricula is under constant review and updated by religious education professionals in the

U.S and Canada. With a faith development focus for all ages, it "...is a series of programs and resources for all ages that nurture Unitarian Universalist identity, spiritual growth, a transforming faith, and vital communities of justice and love." ~from the UUA Tapestry of Faith web page. This focus coincides very closely with our curriculum vision under development.

2012-13 Goal 4: Establish and continue development of a vibrant user-friendly internet presence for RE

Results:

Online resources and ideas for UU families have been published in the monthly BUUF newsletter.

A Google account has been established for RE community access to documents. Teachers and RE Team are using it at this point.

Google account/site set-up for Boston Bounders is in the development stage with Cathy Carmen and me building an online presence that can be used for posting pictures and development of a Boston Bound manual, and other interactive opportunities.

We are utilizing Sign-up Genius as an additional tool for people to sign up as adult class room helpers.

I have had a professional Facebook presence for the last 2 years. I have found that it affords an additional way for families to connect with me and each other. It also acts as an additional way for me to get info out to families about online resources and upcoming events.

Board President's Report (from the Annual Meeting)

President's Report to the Congregation

May 19, 2013

Submitted by: Judy Holcombe

The Board's Vision Statement is as follows:

The Board will provide stability, structure, and stewardship in support of an ever more vibrant church that expands justice and compassion in the world.

Stability

1. The Board has led the congregation through the first phase of ministerial transition beginning with the adoption and implementation of a Transition Plan, including:

- A year of well attended celebratory events to honor the retirement of our minister, our shared legacy, and 50 years of BUUF history;
- Appointment of a Transition Task Force representative of broader congregational interests to apply for and screen ministerial candidates. The process elicited a volume of information about our membership, our history, our financial stability and congregational aspirations, and the application resulted in two first round candidates.
- Based on the well informed recommendations of the Task Force, the Board selected the strong first choice candidate, and have entered a contract to hire her as our Interim Minister with a start of date of August 15, 2013.
- The Board has appointed six member Transition Team to assist the new minister to relocate, to meet BUUF leaders, and to quickly integrate as the minister of our congregation. It is anticipated that her prior experience in growing a small to a mid-size church will also guide us in strategic planning.

2. The Board has approved and supports the implementation of the Quest program, facilitating participants to explore and deepen their spiritual journeys, produce a reservoir of leaders, and strengthen our bond as a community.

3. The Board is continuing the process of developing policies, practices, and defining a scope of duties appropriate to our transition to a Mid-size church. This year our congregation registered a membership of 251, achieving this designation.

4. The Board has further delineated its own duties and responsibilities, while delegating lay ministry functions to the Program Ministry Council, part of an overall effort of disbursing functions to a broader base of lay leadership.

5. The Board continues to be guided by the strategic plan devised by the congregation in 2010. We are now four years into this plan, and will be revisiting this process during the upcoming period of ministerial transition.

Structure

1. Over several years, the Board has revised BUUF's organizational chart to more accurately identify its many committees, programs and lay ministries, placing them within appropriate leadership strands, and implementing Mission and Vision planning at the strand level and by its component groups.

2. The Congregation is the ultimate authority over the Board and Ministerial Functions, with the Program Ministry Council bridging both functions:

- Included within the Minister's strand is Religious Education, office management, music, and the Committee on Ministry.

- Included within the Board's governance are Finance, Personnel, Plant & maintenance, BEC, the Douglas Property and the Communications strand.

- Grouped under the Program Ministry Council are the following ministries and committees:

- The Fellowship Branch contains the four ministry strands whose primary function is to nurture the internal community of the Fellowship (Worship, Our Home, Stewardship, and Lifespan Religious Education)

- The Justice Outreach Branch contains one strand whose function is to fulfill our call to "practice justice in the world" (Hunger/Food Supply Task Force, Partner Church Committee, Rainbow Outreach, and other initiatives).

-

4. The Board will continue to implement the Continuous Improvement model as a means to strengthen our organization, to grow as a spiritual community, and as a presence and transformative force in the larger community.

Stewardship

1. The Board has implemented the UUA's Forth model for a program of year round stewardship: A Stewardship Council has been formed which is organizationally part of the Stewardship Strand. It is the longer term goal of integrating the Annual Giving Drive and other forms of financial stewardship within the ministry that is concerned with nurturing a healthy congregation (Stewardship Strand). This goal is only partially realized. The Stewardship Council communicates with and accesses resources of the Stewardship strand, but is presently a direct report to the Board.

2. This year's Annual Giving Drive produced financial resources to meet our basic budget and additional expenses associated with the ministerial transition. It has not yet produced the "abundance" that would allow us to invest

greater resources in the mission based activities of our committees and lay ministries. That remains a longer term goal.

3. The Stewardship Council will work closely with the Committee on Planned Giving to strengthen year round stewardship. The CPG has taken the initiative in writing a comprehensive Planned Giving Policy, now adopted by the Board. A Book of Remembrances also memorializes and will continue to be updated with the many acts of generosity which have sustained our BUUF community over the years.

Ministerial Transition

Our minister of twenty five plus years, Rev. Elizabeth Greene, will be retiring at the end of the 2012-2013 program year. This section gives an overview of the transition from Rev. Greene to a new minister.

Transition Resources

Both the Unitarian Universalist Association (UUA) and the Pacific Northwest District of the UUA have a wealth of experience and advice on how to handle the transition from one minister to another. The BUUF Committee on Ministry has done extensive research in the transition materials that the UUA provide. The UUA has published the *Transitional Ministry Handbook* and the *Settlement Handbook*, which deal with everything from recommended processes for securing interim and eventually called ministers to general contract recommendations, including compensation and duties of both ministers and the congregation. Calling a minister is a long, thoughtful and detailed process, and securing a trained and certified interim minister is only relatively less so. Throughout the process there are numerous opportunities for congregational participation.

The Transition Process in a Nutshell

1. Honoring the Rev. Elizabeth Greene's last year as BUUF's minister
2. Finding and Hiring an interim minister during the January and February 2013. The interim minister will stay until we hire a new minister
3. Finding and calling a new minister during the 2014-2015 program year.

Rationale for an Interim Minister

Change is situational; transition, on the other hand is a psychological process that people go through as they internalize and come to terms with the reality and details of the new situation that the change brings about.

Transition involves three processes:

1. The ending. Loss of the old ways, relationships, and identities people had.
2. The middle or "neutral zone." An in-between time when the old is gone and the new is not fully operational or comfortable.
3. The new beginning. When people have let go of the old or familiar identity and ways of doing things and are ready and energized to make the change really work.

The neutral zone is the core and most crucial phase of the transition process. "It is the winter in which the roots begin to prepare themselves for spring's renewal. It is the seedbed of the new beginnings." It is a time of chaos as the old form dissolves yet the new form has not fully emerged. Managing this phase well is essential to successfully cross the gap between the old way and the new¹. Interim ministers are trained for this task.

¹ William Bridges, PhD, is an internationally known consultant and author who has specialized in organizational change for several decades. These thoughts come from his book, *Managing Transitions*.

That person as well as the interim process itself allows time and experience for us as a congregation and as individuals 1.) to work through the emotions that Elizabeth's leaving and absence engenders, 2.) to release our hold on "the way we've always done things," and 3.) to strengthen our identity as a group that is no longer founded on the personality of a particular ministerial style. All of this facilitates a psychological transition for the fellowship that creates the most fertile ground for a successful beginning and ongoing relationship with the permanent minister.

About Accredited Interim Ministry

There have always been ministers available to fill a vacant pulpit until a new minister is called. However, recognition of the complexities inherent in this period has led the Unitarian Universalist Association's Transitions Office to develop a specialized program for ministers who make interim work their calling. The Accredited Interim Minister (AIM) designation is conferred on ministers who complete the program, attesting to their competence both in parish ministry and as resident consultants, able to assist congregations in reviewing and revitalizing their operations. In addition to carrying out the normal responsibilities of congregational ministry, including worship and pastoral care, they possess specific skills in assisting a congregation in:

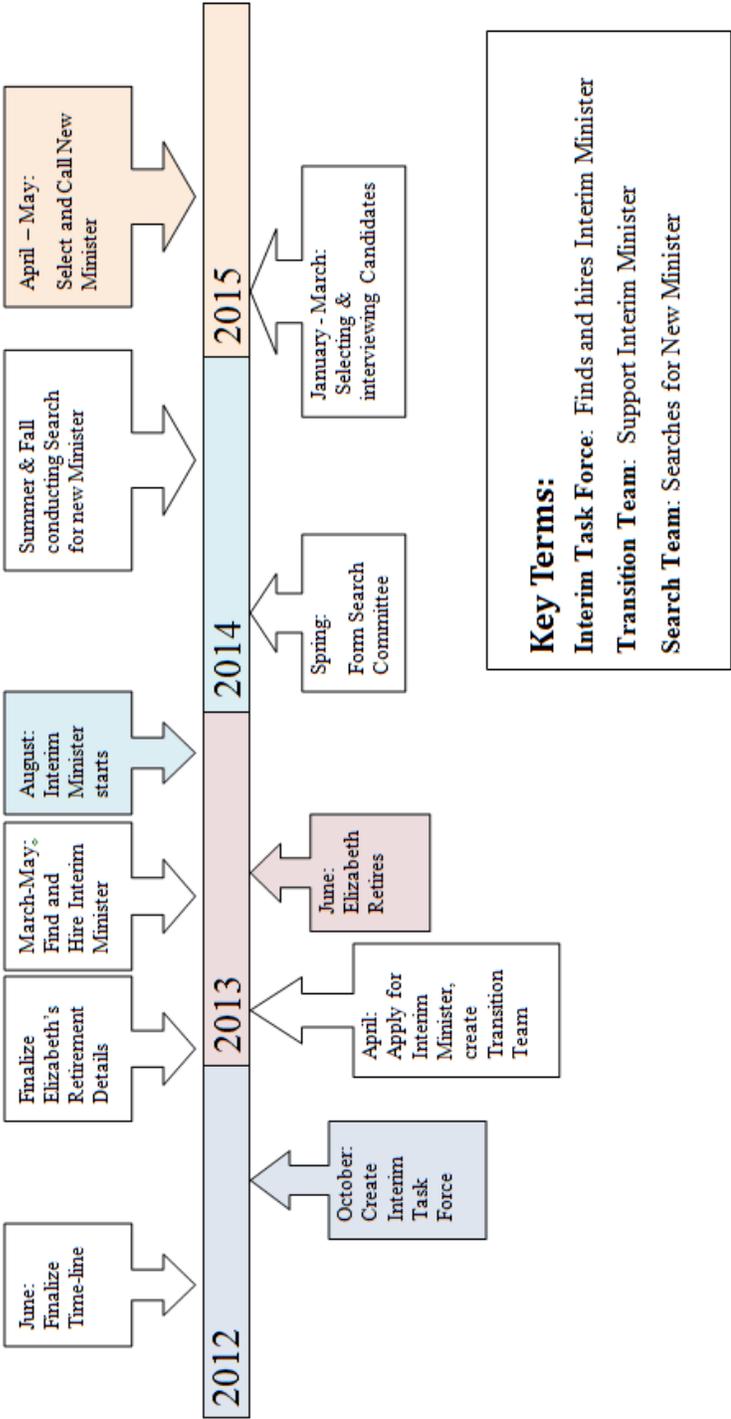
- claiming and honoring its past and engaging and honoring its griefs and conflicts
- recognizing its unique identity and its strengths, needs, and challenges
- clarifying the appropriate leadership roles of minister(s), church staff, and lay leaders and navigating the shifts in leadership that may accompany times of transition
- making appropriate use of District, UUA, and other outside resources
- proudly coming into possession of a renewed vision and strong stewardship, prepared for new growth and new professional leadership, ready to embrace the future with anticipation and zest

Ministerial Transition Timeline

The time line on the next page gives an overview of the transition activities in the next few years. The next few sections discuss the activities and participants in more detail.



Ministerial Transition Timeline



Finding and Hiring the Interim Minister²

Your District Executive is your local guide during the interim search period. Your DE will discuss with you specific options for your immediate future in the light of your current situation. Unlike a called minister, whose “call” comes from the congregation as a whole, interim ministers are hired by the governing board. Because an interim minister’s placement is only temporary, because the time between the minister’s announcement of departure and the interim’s desired arrival is short, and because the demand for experienced interim ministers exceeds the supply, the interim hiring process is simple, brief, and competitive. For the usual August start, applications received in the Transitions Office by April 15 will be eligible for the early preference pool for AIMS and AIMITs. Otherwise, applications will receive first come, first served consideration.

The Role of the Interim Task Force

The interim task force’s purpose is to identify and recommend an interim minister. The task force will be appointed by the Board in October 2012 and starting in April of 2013 will prepare an informational packet for prospective interim ministers and receive similar packets from prospective interim ministers. Over the course of the next few months the task force will interview prospective interim minister and recommend one to the Board.

The Role of the Transition Team

Interim ministers bring a consultant’s approach and a consultant’s skills—and need the access and assistance that will make their ministry as effective as possible. Thus interim ministers need full access to several years of financial and stewardship information, including pledges made and pledges paid. They need, too, a Transition Team: five to seven members who are widely known and respected and well acquainted with the congregation’s history. Their role is to provide the Interim Minister with insight, organizational and facilitative talent, and willing hands as the ministry proceeds. Because the Transition Team is an interim minister’s “brain trust,” it would be inappropriate for any member of the Team to have served on the Committee on Ministry during the previous ministry or to be in relationship with a current member of the governing board. During the interim period any existing Committee on Ministry should thus be suspended. The Transition Team’s first duty is to set up early meetings between the interim minister and important congregational leaders: every member of the governing board, every committee chair, every other person the Transition Team views as a leader, and every paid staff member—as well as the Ministerial Search Committee (if yet formed) and the Transition Team itself.

The Congregation’s Role

The Congregation’s role is to be educated in the transition process and support the interim minister by making her or him welcome when the arrival and throughout their stay. We all have a job to do as members of the congregation in transition to continue to participate in the process of discerning who we are, what we value, and how we behave.

The Interim Period

The education of a congregation about the opportunities that lie before them in the interim period, and the role of the interim minister in helping the congregation to seize the day, is not the work of a single newsletter article only. The governing board can make the interim period immeasurably more productive by witnessing, in various

² Excerpted from the *Transition Ministry Handbook* of the UUA

ways and in various settings, to the opportunity the interim period offers to become accustomed to the inevitability of change.

At the same time, the arrival of the interim minister should be seen as an opportunity for the person-to-person ministry without which congregational life is an emotional desert. Assistance in getting settled, help in unpacking, a casserole, a street map, the name of a trusted doctor or dentist, the loan of furniture to an interim minister travelling light—such warmth and thoughtfulness will set the tone for a relationship of mutual care.

The Interim Minister and the Ministerial Search Committee

The effectiveness and integrity of the interim ministry rest upon the twin facts that the minister wasn't there before and won't be there long. To maintain the integrity of their role, all interim ministers pledge three things, without which no interim ministry contract will be considered valid:

- Every interim minister agrees not to become a candidate for that congregation's called ministry. This limitation both assures the interim process the time to complete itself, rather than terminating prematurely in the warmth of candidating, and it also avoids placing the interim minister in a crippling conflict of interest: only because the interim minister is in no way a candidate for a permanent position can the ability to speak in candor, without risk of reprisal be assured.
- Every senior or sole interim minister agrees not to serve a congregation for more than two years. These time limitations guarantee the interim minister's objectivity and create a beneficial sense of urgency; both the interim minister and the congregation are more likely to engage in creating healthy change if they know that their time together is short. In rare cases the period of service of interim MREs, associate, and assistant ministers may be extended, but only with the approval of the Transitions Director in consultation with UUA District Staff.
- Every interim minister agrees not to discuss specific prospective candidates for the called ministry of the congregation with the ministerial search committee. Again, the primary reason is to avoid giving one candidate (someone the interim minister may know) an unfair advantage—or disadvantage.

Nevertheless, the ministerial search committee is by no means abandoned. Its main source of counsel during its search is the District's Ministerial Settlement Representative. Jointly nominated by the UUA District Board and the Chapter of the UU Ministers Association, the MSR is a volunteer appointed by the Transitions Director to guide congregations in search. A collaborative relationship between the MSR and the interim minister will benefit the search committee in its work. The interim minister is encouraged to assist the search committee by:

- offering pastoral care to the search committee
- bringing congregational concerns to the notice of the search committee
- coaching the search committee on communications with the congregation
- offering response to the committee's Congregational Record and ministerial and congregational profiles
- writing a "Letter from the Interim Minister" for the search committee's packet

- participating in a mock interview or acting as process observer as the search committee conducts a mock interview with a neighboring minister
- preaching on the nature and role of ministry
- witnessing for a realistic ministerial agreement and fair compensation

The Search Committee

The search committee will conduct the search for the new minister using the following time line:

March 2014	The Board plans the search committee member selection process
May 2014	The congregation elects the committee
Fall 2014	The committee compiles the information packet to give to interested ministers and applies for a minister
Nov '14 – Jan '15	The committee contacts interested ministers
Feb '15 – Mar '15	Interviewing and assessing ministers
Apr '15 – May '15	The committee selects a candidate and the congregation votes on calling the minister

Financials

Douglas Fund and Planned Giving

Status of the Douglas Fund

As of May 15, 2013, the value of the full Douglas Fund was \$35,418.45. This value included the remaining portion of the Douglas bequest and contributions made by Members:

- The Douglas bequest: \$24,851.79
- Designated payments by Members and Friends: \$11,566.66
- Expenses for summer 2012 Picnic in the Park \$1000.00

This fund will continue to increase with financial commitments from prior campaigns. This fund is a contingency fund that the Board manages.

Planned Giving

Committees to Assist the Board

The Board established a new BUUF committee named the “Planned Giving Committee.” The Acting Chair is Jane Breckenridge, and the members are Craig Raese; Bob Huntley; Ed Davis, and Allie Gooding. This committee will report to the Board and provide Members and Friends with information regarding the ease of setting up planned gifts to BUUF. Processes and role of this committee were established this year. Included in these processes are ways for the congregation to develop planned giving and processes for the acceptance of gifts by BUUF. If you have any questions or wish to consider planned giving in your estate planning, please contact one of the members of the committee.

Status of New Funds

A new fund was added by the planned giving team this year. It is the Knodell Fund and it has a current balance of \$10,000. This contribution was made by Mary and Don Knodell in honor of their son Mark Knodell. The plans for this fund are to aid in supporting the interim minister transition by funding one time costs such as relocation and professional expenses. In addition part of the fund will be used to aid the development of the RE program.

Annual Giving Drive

Results as of 5-15-2013

Pledges for the 2012-13 Annual Giving Drive (AGD) were recorded as \$269,551 based on our pledge roster and \$270,000 according to our approved budget. Pledges for the 2013-14 AGD as of May 15, 2013 are \$262,237.

This is a decrease in pledges of \$7314 or 3%.

Increases of Pledge Units/Base

Families are referred to as pledge units, and prior pledges are referred to as pladge base.

BUUF added 23 first-time pledgers. These new pledges accounted for an increase in BUUF's pledge base of \$10,101.

Sixty-eight (68) pledge units increased their pledge amount or returned to pledging (i.e. had not pledged last year) for a total of \$121,802, increasing pladge base by \$13,667. The amount \$6090 was from returning pledgers.

Loss of Pledge Units/Base

In 2012, BUUF lost (i.e. lost jobs, left fellowship, moved, deaths) 20 pledge units, accounting for approximately \$16,682 pledge base loss.

Twenty-four (24) pledge units reduced their pledge. This resulted in a pledge base decrease of \$30,370.

Sustaining Pledges

Sixty-seven (67) pledge units renewed at the same level.

2013-14 Budget Proposal

The BUUF Finance Committee, working with the AGD and the Board, is proposing at the May 19, 2013, Congregational Meeting a deficit budget of \$4,000.

Budget Considerations

The deficit Budget Proposal results from the shortfall in revenue documented below. The budget also reflects a need to increase the hours of the office manager, keeping all staff at current pay and hour levels, and keeping committees at the same funding level as last year. It was felt that making deeper cuts in staff or committees to balance the budget would inhibit the ability of the congregation to enter the upcoming transition year with a full momentum. Both finance committee and the board propose a \$4,000 deficit budget in order to keep staff and committees adequately funded heading into the Interim period and are “hoping” that pledges and plate offering will increase as the excitement of the transition begins. Alternatives were considered that greatly slashed staff hours and pay as cutting the minister pay would have made it difficult to attract the high quality interim minister that we have.

The proposed 2013-14 budget provides adequately for our staff. For example, BUUF is able to:

- Offer a contract to our new Interim minister in the first quartile of the larger congregation classification (BUUF is approximately 10 members over the dividing line)
- Increase the office manager hours by 5 hours a week to 30 hours a week to reflect the workload and the increased workload expected during the transition period
- While no raises are afforded, it does keep all other hours and pay at 2012-2013 levels

- Provide supportive professional training and expenses

In addition, BUUF is able to fund our committees at the same level as last year with the exception of cutting the money used for Elizabeth retirement celebrations and the Gala.

Proposed BUUF Operating Budget for 2013-14: Income

While we have a \$2000.00 deficit budget for 2012-2013 there are several areas where income is going to fall short of the plan. This is in BEC income, plate offering, and net adult RE income. This short fall could be as high as \$7,000.

This projected short fall in these areas has been transferred over to the 2013-2014 budget. In addition the AGD has come with a pledge number of \$263,000 which is also down \$7000 over this year. So the budget for 2013-2014 is having to deal with a decrease in revenue of almost \$14,000 from this year's planned budget

A one time gift of \$10,000 has been made and is being set up in the restricted funds to use for one time interim minister transition costs and RE program enhancement. Thank you to Mary and Don Knodell for this generous gift in honor of their son, Mark Knodell.

Proposed BUUF Operating Budget for 2013-14: Expenses

The expenses must decrease to reflect the reduced pledges and other income for this year. Reductions have been made in the total minister compensation (due to the transition bequeath mentioned above). Expenses have been cut in the Gala, Elizabeth retirement celebrations, and a capital account. Expense increases have been budgeted to increase the office manager hours and cover flood insurance.

Committees and Staff (with the exception of the office manager hours increase) are funded at the same level as 2012-2013. This will cause some strain in several committees as costs increase.

Summary of Proposed 2013-14 Budget

From the above discussion, BUUF Members and Friends can see that while there is concern about a deficit budget in this time of transition, there is also a lot to celebrate in the proposed 2013-14 budget. For example,

- While net adult RE, plate, and BEC income are all down this year and pledges for next year are down, we do have a budget that supports our programs
- The \$10,000 Knodell fund helped fund some one time minister transition costs, thus allowing us to keep program support vibrant. It will also provide some one time help to RE if there are any funds remaining.
- Staff salaries are maintained
- Professional expenses are maintained

The PMC will oversee the funds for the committees, task forces, and teams reporting to the PMC to empower ministry focus in 2013-14.

The Treasurer will present this information at the Congregational Meeting scheduled for May 19, 2013, and the congregation will vote on this proposed budget.

The financial information has been coordinated by the Finance Committee led by David Woito with members Craig Raese, Warren Bean, Allie Gooding, and Bob Huntley; the leader of the Annual Giving Drive Judy Holcombe; the Treasurer Debbie Johnson; and the liaison from the Board Robyn Broyles. If more detailed information is wanted, please ask any member of this extended team.

Summary of Current 2012-2013 Financial Year

Revenue shortfall is expected as mentioned above in plate offering, BEC income, and net adult RE. Trends give good reason to believe that spend will also be under budget so that 2012-2013 will end up balanced.

Page 24 is the balance sheet as of April 30, 2012

Boise UU Fellowship			
Balance Sheet			
As of April 30, 2013			
		Apr 30, 13	
ASSETS			
110	· US Bank-Checking	63,359.00	
111	· Capital One	54,671.79	
130	· Charles Schwab Cash	15,877.94	
160	· Undeposited Funds	670.00	
Total Current Assets			134,578.73
Total Fixed Assets			1,917,493.66
TOTAL ASSETS			2,052,072.39
LIABILITIES & EQUITY			
Liabilities			
Total Current Liabilities		8,313.90	
275	· Mortgage, Phase 2	327,403.53	
Total Liabilities			335,717.43
Equity			
310	· Permanent Assets	1,590,090.13	
320	· Operating Fund Reserve	25,807.65	
Restricted Funds			
3702	· Auction 2011 Security	2,292.01	
3703	· Auction 2012 Landscape	4,500.00	
3704	· Auction 2012 Quilt Raffle	1,390.00	
3705	· Auction 2013 Interiors	6,500.00	
3708	· Boston Bounders	6,172.94	
3709	· Bridge Event Center	2,147.12	
3712	· Building Repair Reserve	10,000.00	
3715	· CCT - Pay it Forward	2,577.56	
3727	· Durable Equipment Reserve	3,592.38	
3737	· Jeremiah's Garden	96.78	
3740	· Landscape	2,106.37	
3743	· Library	676.81	
3754	· Mortgage Redemption	103.33	
3757	· Music Committee	2,319.25	
3760	· Partner Church	10,436.39	
3766	· Quest Steering Committee	-335.99	
3779	· Youth Resource	493.78	
Memorial Funds Restricted Funds			
3824	· Jo and David Douglas	35,388.45	
3850	· Mark Knodell	10,000.00	
Total Restricted Funds			100,457.18
Total Equity			1,716,354.96
TOTAL LIABILITIES & EQUITY			2,052,072.39

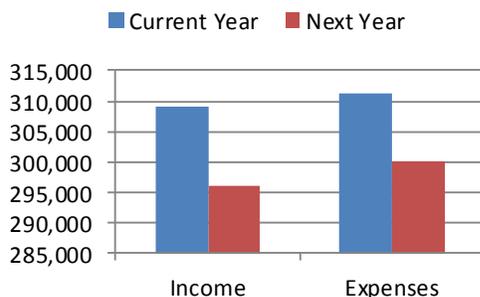
Boise UU Fellowship				
Operating Budget vs. Actual				
July 2011 through June 2012				
	Jul '11 - Jun 12	Budget	\$ Over Budget	% of Budget
Income				
401 · Funds Transferred In	18,000.00	18,000.00	0.00	100.0%
Total 410 · Pledge Contributions	237,331.41	236,187.00	1,144.41	100.49%
Total 415 · Ordinary Donations	23,936.08	19,000.00	4,936.08	125.98%
420 · Fundraising				
Total 424 · Poinsettia	73.21	200.00	-126.79	36.61%
Total 430 · Auction	6,712.62	10,000.00	-3,287.38	67.13%
Total 445 · Coffee Sale	8.64	20.00	-11.36	43.2%
Total 451 · Concerts	230.00			
Total 460 · Book/CD	109.49			
466 · Silent auction	2,092.44			
Total 468 · Adult RE	1,458.08	500.00	958.08	291.62%
469 · Other Fundraising	132.50	50.00	82.50	265.0%
Total 420 · Fundraising	10,816.98	10,770.00	46.98	100.44%
470 · Other Income				
476 · Gain(Loss) in Stock Value	170.68			
482 · Interest/Dividend	297.59	420.00	-122.41	70.86%
Total 484 · Building Rental	5,897.16	7,600.00	-1,702.84	77.59%
485 · Coffee Contributions	178.12	0.00	178.12	100.0%
490 · RE Registration	2,045.00	2,400.00	-355.00	85.21%
491 · RE Donations	243.50			
492 · OWL	460.00	300.00	160.00	153.33%
495 · Bridge Event Center User Fees	4,647.80	2,800.00	1,847.80	165.99%
Total Income	304,024.32	297,477.00	6,547.32	102.2%
Expense				
Total 510 · Bank	795.57	500.00	295.57	159.11%
Total 520 · Brokerage	18.03	50.00	-31.97	36.06%
Total 530 · Insurance	4,783.00	5,200.00	-417.00	91.98%
Total 540 · Office	17,242.67	21,800.00	-4,557.33	79.1%
Total 570 · Mortgage Payments	46,584.74	43,404.00	3,180.74	107.33%
Total 610 · RE Program Expenses	2,118.47	2,750.00	-631.53	77.04%
Total 620 · Lifespan Education	245.94	296.00	-50.06	83.09%
Total 630 · Connections Council	866.16	1,403.00	-536.84	61.74%
Total 650 · Ceremonies and Celebrations	2,126.81	2,761.00	-634.19	77.03%
Total 660 · Social Outreach Council	171.87	663.00	-491.13	25.92%
Total 680 · Finance Committees	3,080.14	3,500.00	-419.86	88.0%
Total 700 · Building and Grounds	18,800.19	20,700.00	-1,899.81	90.82%
Total 720 · Utilities	10,340.86	10,215.00	125.86	101.23%
Total 760 · Dues	20,817.00	20,817.00	0.00	100.0%
Total 770 · Board & Minister	110.50	300.00	-189.50	36.83%
Total 780 · Professional Expenses	6,267.13	7,000.00	-732.87	89.53%
Total 810 · Minister	75,341.25	75,519.00	-177.75	99.77%
Total 830 · DRE	33,138.98	35,118.00	-1,979.02	94.37%
Total 850 · Office Staff	23,348.12	30,058.00	-6,709.88	77.68%
Total 870 · Music	10,699.98	10,500.00	199.98	101.91%
Total 910 · Other	18,726.39	18,376.00	350.39	101.91%
Total Expense	295,623.80	310,930.00	-15,306.20	95.08%
Income less Expenses	8,400.52	-13,453.00	21,853.52	-62.44%

Boise UU Fellowship		9:07 PM
Balance Sheet		07/16/2012
As of June 30, 2012		Cash Basis
		Jun 30, 12
ASSETS		
Current Assets		
Checking/Savings		
110 · US Bank-Checking		69,063.30
111 · Capital One		54,514.28
130 · Charles Schwab Cash		100.00
Total Checking/Savings		123,677.58
Total Current Assets		123,677.58
Fixed Assets		
170 · Land, Building, Grounds		
171 · Buildings, Phase 1		609,329.53
172 · Buildings, Phase 2		722,918.76
175 · Garrett Acreage		220,508.03
176 · Memorial Brick Courtyard		18,074.78
177 · Landscape/Grounds		115,257.01
179 · Land/Bldg - 9005 W Chelan		188,773.94
Total 170 · Land, Building, Grounds		1,874,862.05
181 · Furniture, Fixtures & Equipment		42,631.61
Total Fixed Assets		1,917,493.66
TOTAL ASSETS		2,041,171.24
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
201 · Advance Operating Pledges		15,440.33
255 · Chelan Rental Deposits		400.00
265 · BEC Deposits		300.00
Total Other Current Liabilities		16,140.33
Total Current Liabilities		16,140.33
Long Term Liabilities		
275 · Mortgage, Phase 2		348,048.65
Total Long Term Liabilities		348,048.65
Total Liabilities		364,188.98
Equity		
310 · Permanent Assets		1,569,445.01
320 · Operating Fund		19,463.86
370 · Restricted Funds		
3702 · Auction 2011 Security		2,467.26
3703 · Auction 2012 Landscape		4,500.00
3704 · Auction 2012 Quilt Raffle		1,390.00
3708 · Boston Bounders		638.53
3712 · Building Repair Reserve		10,000.00
3715 · CCT - Pay it Forward		2,425.24
3724 · Douglas		31,821.79
3727 · Durable Equipment Reserve		4,592.38
3735 · HVAC Upgrade		9,000.00
3737 · Jeremiah's Garden		366.78
3740 · Landscape		2,046.37
3743 · Library		465.71
3749 · Minister Sick Leave Accrual		5,000.00
3754 · Mortgage Redemption		12.64
3757 · Music Committee		2,319.25
3760 · Partner Church		10,108.31
3779 · Youth Resource		919.13
Total 370 · Restricted Funds		88,073.39
390 · Retained Earnings		-201,016.28
Net Income		201,016.28
Total Equity		1,676,982.26
TOTAL LIABILITIES & EQUITY		2,041,171.24

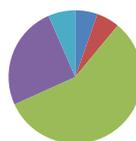
**Boise UU Fellowship
Operating Budget**

Fiscal Years 2012-13 & Proposed 2013-2014

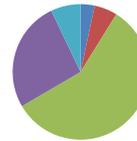
	Jul '12 - Jun '13	Jul '13 - Jun '14	Increase (Decrease)
	Budget	Budget	
Income			
Total 410 · Pledge Contributions	257,000	251,000	(6,000)
Total 415 · Ordinary Donations	24,000	22,112	(1,888)
420 · Fundraising			
Total 424 · Poinsettia	100	100	
Total 427 · Theatrical Productions	200	200	
Total 430 · Auction	7,600	7,600	
466 · Silent auction	1,300	1,300	
Total 468 · Adult RE	1,000	100	(900)
469 · Other Fundraising	50	50	
Total 420 · Fundraising	10,250	9,350	(900)
482 · Interest/Dividend	350	350	
Total 484 · Building Rental	8,400	8,400	
490 · RE Registration	2,400	2,000	(400)
492 · OWL		300	300
Total 470 · Other Income	11,150	11,050	(100)
495 · Bridge Event Center User Fees	6,800	2,538	(4,262)
Total Income	309,200	296,050	(13,150)
Expense			
Total 510 · Bank	700	700	
Total 520 · Brokerage	50	50	
Total 530 · Insurance	5,200	5,800	600
Total 540 · Office	16,700	15,700	(1,000)
Total 570 · Mortgage Payments	43,404	43,404	
Total 610 · RE Program Expenses	3,000	3,300	300
Total 620 · Lifespan Education	396	396	
Total 630 · Connections Council	1,900	1,900	
Total 650 · Ceremonies and Celebrations	2,980	2,980	
Total 660 · Social Outreach Council	663	663	
Total 680 · Finance Committees	3,500	500	(3,000)
Total 700 · Building and Grounds	19,300	19,300	
Total 720 · Utilities	10,540	10,540	
Total 760 · Dues	20,418	21,250	832
Total 770 · Board & Minister Discretionary	4,300	300	(4,000)
Total 780 · Professional Expenses	7,900	7,800	(100)
Total 810 · Minister	78,312	70,884	(7,428)
Total 830 · DRE	34,733	34,733	
Total 850 · Office Staff	27,021	30,568	3,547
Total 870 · Music	11,638	11,638	
Total 910 · Other	18,534	17,644	(890)
Total Expense	311,189	300,050	(11,139)
Net Income	-1,989	-4,000	



Current Year Expenses



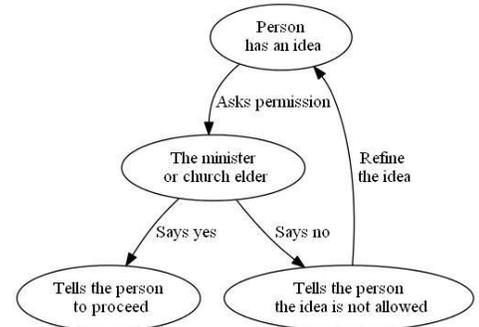
Next Year Expenses



- Programs
- Administration
- Staff
- Building
- Dues

Policy Development and Decision Making at BUUF

The process of getting things done at BUUF has changed as the fellowship has grown. When the Fellowship was small, a person with a good idea only needed to talk to our Minister or a knowledgeable member of the congregation to see if the idea would be accepted or not. The diagram at the right captures that idea along with the possibility that if the first idea wasn't acceptable a slightly different version (a refinement) could be OK. While this was a reasonable thing when everyone knew everybody and what they did, it is not as easy to do as we've grown.



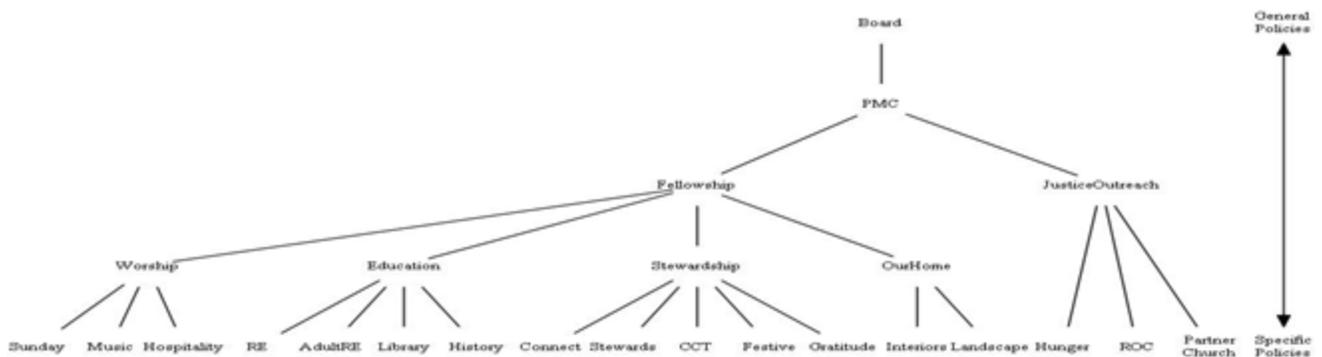
Now that we have a congregation of three hundred, with more joining as we go along, the simple method of asking the Minister doesn't work very well.

Getting things done in our size of Fellowship

To accommodate for growth, BUUF created a more size-appropriate organizational structure. This seemingly bureaucratic system actually disperses decision making, and provides opportunities for participation and leadership development. When an organization disperses decision making it must have a vision and mission, and policies and procedures that serve as criteria for the people making decisions.

Regardless of which part of the BUUF organization the inquiry goes to, policies exist or are being created relevant to your situation. Policies and processes provide limits and boundaries within which groups can fulfill their ministries. Here's your sandbox, how you create your castle is up to your group's ministry.

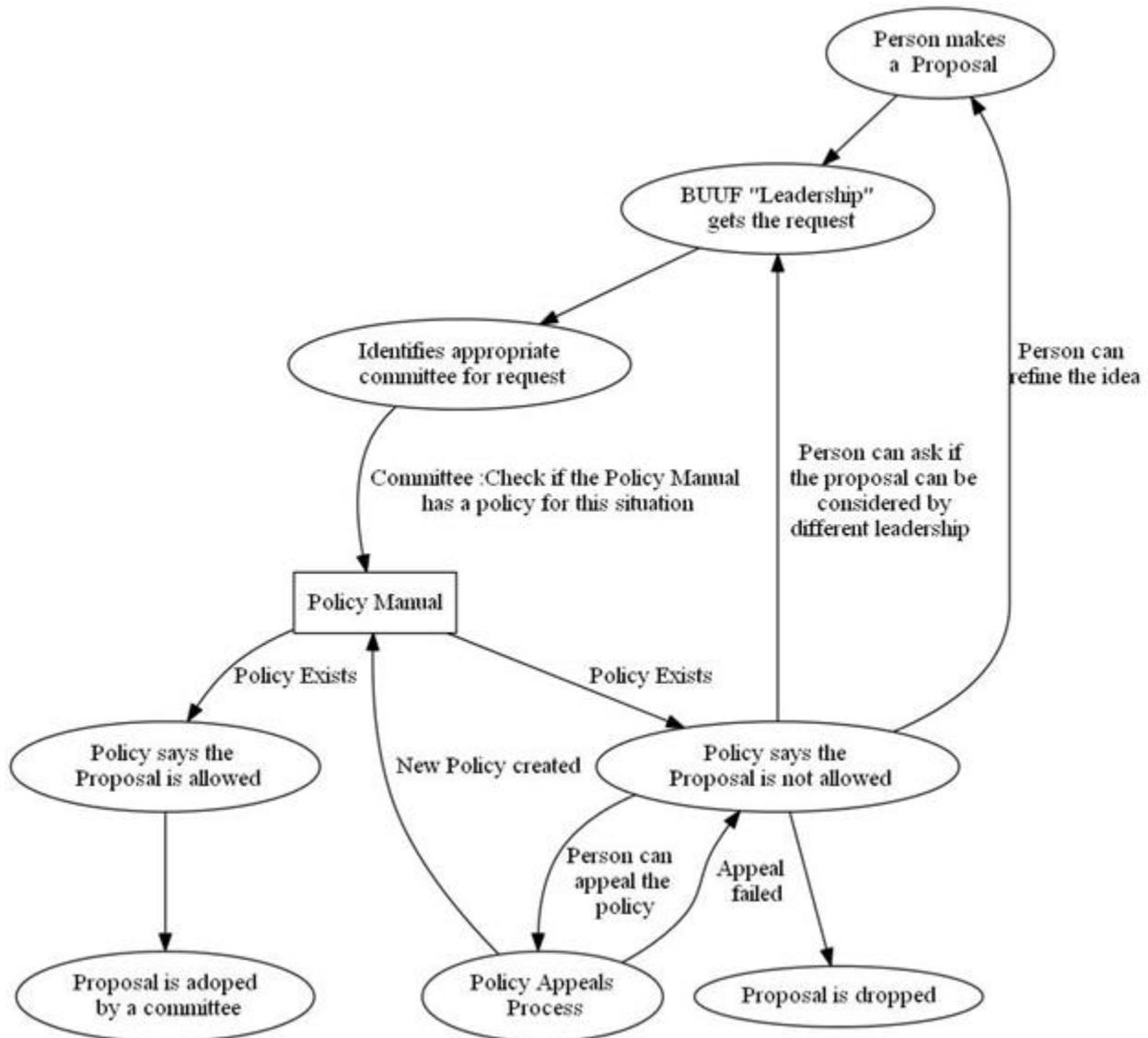
Not all policies are the same in scope and content and they can range from very general to very specific, depending on which part of BUUF writes the policy. The diagram below shows how the Board creates general policies and the committee's policies more specific to their vision and mission.



For example, the Board might write a general policy concerning the safety of adults and children while at BUUF, the Children's Religious Exploration committee would have a more specific policy about creating a safe environment for children during classes; while the landscape committee would have a policy about maintaining a safe outdoor environment at the children's play structures.

Whom do I talk to in the BUUF Organization about my idea?

The BUUF organization chart shows the many committees at BUUF, each of which articulates the vision, mission and goals they wish to accomplish to fulfill their ministry in support of BUUF’s mission. The Program Ministry Council (PMC) is a good starting place, since it oversees the coordination and collaboration of many BUUF ministries. BUUF Board members and the BUUF Office Administrator can also be helpful. Their contact information is in the Sunday Order of Service, the newsletter and boiseuu.org.



A great idea still starts by asking someone how to make it a reality. In the diagram above, this process is captured by an arrow from the “Person makes a Proposal” to someone in BUUF leadership. BUUF Leadership includes the many pieces and parts of the BUUF organization: Board of Director, Program Ministry Council and various Ministries. Leadership directs the proposal to appropriate committee. The committee considers whether the proposal fits within their mission and policies. From this point, the proposal is either: adopted, modified, dropped or appealed. The ultimate appeal is the opportunity to call a congregational meeting.

BUUF Organization

Figure 1 on page 31 shows the BUUF Organization Chart. In the chart, the Congregation, in which ultimate authority resides, is at the top with the Minister and the Board of Directors below. Connecting the two is the Program Ministry Council (PMC) with oversight of BUUF ministries, which are shown below the PMC.

Table 1 on pages 32-33 is the BUUF committee/group directory.

Following sections give the Vision and Mission statements of the majority of groups in the organization chart.

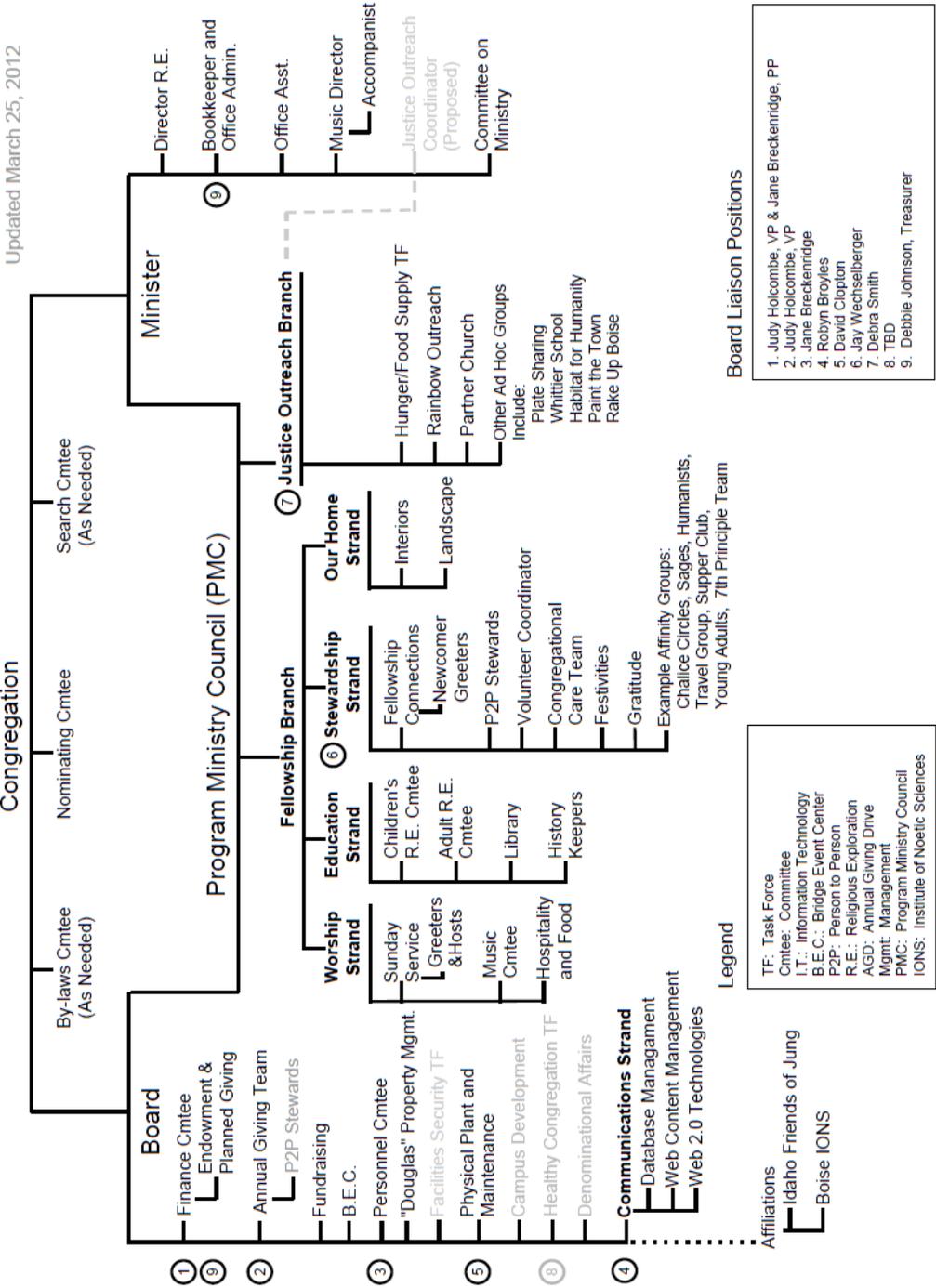


Figure 1 BUUF Organization Chart

Table 1 BUUF Organization Directory

BUUF Committee/Task Force	Email Address (@gmail.com)	2012-2013 Chair/Cochair
Nominating Committee	buuf.nominating@gmail.com	Cathy Carmen
Committee on Ministry	buufcmteonministry@gmail.com	Sue Stadler
Board of Directors	Talk2board@boiseuu.org	Judy Holcombe, President
Finance Committee	buuf.finance@gmail.com	Dave Woito
Annual Giving Team	buuf.agd@gmail.com	Judy Holcombe
Communications Strand	commstrand@boiseuu.org	vacant
Information Technology	buufit@gmail.com	Mitchel Bethel
Personnel Committee	buuf.personnel@gmail.com	Patti Raino
Fundraising	buuf.fundraising@gmail.com	Claudia Fernsworth
Auction	buuf.auction@gmail.com	Gwyn Reid
Building Maintenance	buuf.maintenance@gmail.com	David Clopton
Program Ministry Council	buufpmc@gmail.com	Cathy Carmen & Paul Schlobohm
Worship	buufworship@gmail.com	Wanda Jennings
Music	buuf.music@gmail.com	Tom von Alten
Religious Exploration for Children and Youth	buuf.re4childnyouth@gmail.com	Emmie Schlobhom
Adult R.E. Committee	buuf.adulted@gmail.com	Webb Van Winkle and Gena Delucci
Library	buuf.library@gmail.com	Janet Wyke
History Keepers	buuf.history@gmail.com	Janelle Wintersteen
Stewardship Strand	buuf.stewardshipstrand@gmail.com	Mirian Woito & Deb Eisinger
Fellowship Connections	buufmembership@gmail.com	Jay Wechselberger & Leslie Miller
Congregational Care Team	buuf.cct@gmail.com	Kristen Cheyney and Diane Schwabe

BUUF Committee/Task Force	Email Address (@gmail.com)	2012-2013 Chair/Cochair
Festivities Committee	buuf.festivities@gmail.com	Karen Raese and Wanda Jennings
Interior Design Committee	buuf.interiors@gmail.com	Nancy Harms
Landscape Committee	buuf.landscape@gmail.com	Mary Schartzman, Jolene Schow Barbara Alexander
Justice Outreach Branch	buuf.justice.outreach@gmail.com	Debra Smith/Cathy Sherman
Hunger Task Force	buuf.food.tf@gmail.com	vacant
Rainbow Outreach Committee	buuf.rainbowoutreach@gmail.com	Janelle Wintersteen, Janice Eby, Pam Lazenby
Partner Church	buuf.partnerchurch@gmail.com	Gwyn Reid

Nominating Committee

Contact information

Committee Chair: Cindy Catalano (outgoing)
 Committee e-mail(s): buuf.nominating@gmail.com

Vision Statement

Actively seek and recommend qualified candidates from the BUUF membership for the Board of Directors and the Nominating Committee.

Mission Statement

To select the yearly slate of candidates for the BUUF Board of Directors and the Nominating Committee by understanding the critical issues currently facing the congregation, as well as those on the horizon in order to identify the qualities and strengths that will be required of board and nominating committee members.

Review potential candidates and informally discuss their suitability for the position(s) they are being considered for.

Through phone calls and face to face meetings, meet with prospective candidates to assess initial interest, explain requirements and expectations of positions as well as share with candidates the strengths we see that will allow them to uniquely serve the congregation.

Goals for 2013 – 2014

Goals	Evaluation Criteria
<p>4) Provide a slate of candidate to the Board Secretary by the deadline set forth in the BUUF Bylaws, 30 days before the Annual meeting.</p> <p style="padding-left: 40px;">Identify qualified and enthusiastic candidates to replace outgoing board members for the following positions: Vice President and Director #3 and #4.</p> <p style="padding-left: 40px;">Identify qualified and enthusiastic candidates to replace two outgoing nominating committee members.</p> <p style="padding-left: 40px;">Continue to assess and document interest of potential candidates to facilitate the cultivation of board and nominating committee members for future years.</p>	<p>Did we meet the deadline?</p>

Goals and Accomplishments for 2012-13

Officer Positions for the Board of Directors – 2012-2013:

- Vice President (1 year) – Roger Sherman
- President (1 year) – Robyn Broyles
- Past President (1 year) – Judy Holcombe
- Secretary (3 year) – Catherine Fitch

Director Positions for the Board of Directors:

- Director #1- Claudia Fernsworth

Nominating Committee Members:

- Ned Brewer (3 year)
- Suzanne Woodcock (3 year)

Identified required board candidates for Vice President, Secretary, and Director #1 positions.

Identified two nominating committee candidates for outgoing members Cindy Catalano and Suzanne Woodcock. Since the bylaw time lines were off with the nominating committee members, Suzanne agreed to go off after serving one year and then come back for another 3 yr term.

Above candidate names passed on to the board secretary before the required date of April 19. They were sent on April 18th

Responsibilities List

ARTICLE VI-NOMINATING COMMITTEE of the BUUF Bylaws

Section 1. Composition and Duties: The Nominating Committee shall consist of five members elected by the Congregation. Members will serve three year rotating terms or until their successors are elected. The term for member #1 and member #2 begins in years evenly divisible by three. The term for member #3 and member #4 will begin the next year, and the term for member #5 begins the year after that. The Nominating Committee will nominate candidates to replace members whose term has ended on the Board of Directors and the Nominating Committee.

Section 3. Nominating and Election Process: Directors and Nominating Committee members shall be elected at each annual Congregational meeting. Nominations may be made by the Nominating Committee or by petition, as described below. A person cannot be elected without being nominated. Members elected to fill a vacancy created during a term take their position immediately upon election. Members elected for a new term take their position at the beginning of the fiscal year.

a. The Nominating Committee shall select and recommend at least one candidate for each vacancy. Candidate names shall be submitted to the Board at least thirty (30) days prior to the annual meeting.

Ministry Group Summary

[not filled in]

Meaningful Words List:

Future mindedness

Integrity

Critical thinking

Diligence

Creativity

Vision wish list

We incur modest expenses in getting to know candidates better through coffee, lunches and dinners as needed. Currently, these expenses are borne by nominating committee members and on occasion, members have not been comfortable attending the meeting due to financial limitations. It would be beneficial to have these candidate meetings funded to some degree to allow participation by all interested Nom Com members without regard to cost.

Committee on Ministry (CoM)

CoM

Committee on Ministry Final Report to the Board May 9, 2013

The Committee on Ministry held its last meeting on Wednesday, May 8. The present membership of the CoM has been steady since 2009, its members deciding to remain together once Elizabeth announced her retirement three years ago. Those members are Sue Stadler (Chair), Ned Brewer, Elizabeth Greene, Elton Hall, Patricia Heeb, and Joe Wechselberger.

After considering several matters easily disposed of, the CoM reviewed its accomplishments since 2009, including its work with the Board to assure a smooth transition to an interim minister.

According to the Transition Handbook, the existing CoM is to dissolve upon appointment of an interim minister. Since the interim minister has been named, the CoM has ceased to exist as a committee. Its functions are now transferred to the Interim Minister Task Force as indicated in the Handbook.

Of course, those on the CoM are willing to aid the Board and the Task Force should any assistance be desired.

The CoM is proud of its work during these last few years and is grateful for the diligent work of the Board and the Interim Minister Task Force in facilitating the transition. Its members believe BUUF's future as a vibrant, growing congregation is secured by the excellent work of everyone and every committee involved in transition.

Submitted by Elton Hall

Board of Directors

Contact information

President and chair: Judy Holcombe

Committee e-mail(s): boardandstaff@boiseuu.org

Vision Statement

The Board will provide stability, structure, and stewardship in support of an ever more vibrant church that expands justice and compassion in the world.

Mission Statement

The board governs independently to ensure that the assets of the congregation are managed and allocated justly, and that its policies, procedures, and practices are effective, respectful, and fair. In partnership with the Minister and the Program Ministry Council, the Board ensures that effective strategic planning, discernment, and evaluation of Mission and Ministry occur at BUUF, in order to protect its physical and spiritual community and its reputation.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Create an organizational structure that delineates responsibilities	How well the BUUF organization chart matches the actual organization.
2) Create a process by which policies get created, evaluated and modified	
3) Facilitate the process whereby all entities will create their own mission and vision statements so that: <ul style="list-style-type: none"> a. policies and decisions will be made in accordance with a consistent mission statement, rather than personality or fiat b. organizations see where they fit in the organization, and its mission c. entities can focus not just on action, but they can reflect on action, since we believe that transformation comes not just from action, but from reflecting on our actions d. people interested in finding a way to contribute have access to the purpose and 	

Goals	Evaluation Criteria
aspirations of every entity e. entities are encouraged to look outward for opportunities to transform the larger community beyond the walls of BUUF	
4) Prepare for the transition from Elizabeth’s leadership, to an interim minister, and then to a called minister by: <ul style="list-style-type: none"> a. facilitating a successful 10% increase in pledging for 2012-2013 b. informing the congregation about the transition process so as to inspire confidence c. fulfilling the obligations delineated on the master calendar 	
5) Select and nurture leadership for the various branch levels and strand levels and identify “holes” or vacancies that represent a liability in our ability to carry out the strategic plan	
6) Continue to clarify our identity as we move from a nurturing church to a prophetic church by developing a broader social justice mission for the church so that more people participate in church-sponsored justice ministry endeavors and so that we continue to grow the impact we have in the community at large	
7) Investigate how technology can assist BUUF in attracting new members, helping them find a ministry, and making it easier to communicate and volunteer	

Goals and Accomplishments for 2012-13

Goals	Evaluation Criteria	Attainment
1. Create an organizational structure that delineates responsibilities	Does the organization chart match the actual organization?	Over the course of the year, the program side of the house, through the PMC provided additional structure and function to the Committee Strands and committees. Integrating AGD into

		<p>Stewardship, and at creating a communication structure that functions as well as we desire remains to be areas we need to strengthen and improve. A five-member Stewardship Council was formed as part of the Stewardship Strand. They were participatory in planning this year's giving drive, with a commitment to meet at other times through the year, coordinating with stewardship strand leaders to consider a broader view of giving.</p>
<p>2. Create a process by which policies get created, evaluated and modified</p>	<p>Create a document that outlines the process for others to follow.</p>	<p>We are gaining familiarity with working with the PMC on how to bring forward not only policy changes, but also new initiatives. With the enormous help of Jane Breckinridge, we implemented a policy structure on giving, from the smallest in-kind contribution to planned, directed gifts and bequests.</p>
<p>3. Facilitate the process whereby all entities will create their own mission and vision statements so that:</p> <ul style="list-style-type: none"> a. policies and decisions will be made in accordance with a consistent mission statement, rather than personality or fiat b. committees/ organizations see where they fit in the org. chart, and its mission c. entities can focus not just on action, but they can reflect on action... (Plan, Do, Study, Act model) d. people interested in finding a way to contribute have access to the purpose 	<ul style="list-style-type: none"> a. Evaluate the vision/mission statements of the committees to better negotiate the boundaries of where policy and decisions need to be made. b. Leverage the PMC to educate committee and strand leads of the organizational function and structure of the governing body of BUUF. c. Continue to use the Annual Report to give committees/ Strands an opportunity implement the Plan, Do, Study, Act model. 	<ul style="list-style-type: none"> a. Policies and decisions are increasingly made according to mission/vision due to our request that all committees articulate their own. We should continue to reinforce this mechanism, but if we cannot find a way to fund committees, their efforts at mission-based budgeting may lose credibility. b. Organizations within the PMC are increasingly aware of the strand under which they fall, and through whom they can stay connected to information about what is happening in the fellowship. The PMC is fulfilling its role well. c. To achieve this goal, committees should be encouraged to assess their performance against their goals, and re-think/update their mission and goals. The Board and PMC should encourage committee “retreats” over the summer months, in order to prepare for the next program year. d. There is no evidence one way or the other that newcomers and people interested in a particular ministry have found it easier to get involved. e. Data has not been collected to assess whether

<p>and aspiration of every entity</p> <p>e. Entities are encouraged to look outward for opportunities to transform the larger community beyond the walls of BUUF</p>	<p>d. Are ministries growing?</p> <p>e. In what new ways are we partnering with our community?</p>	<p>committees reached out into the community more than in previous years. Worship began the Sermon to Service Sundays, and it will take another year to firmly embed this initiative into the culture of the congregation.</p>
<p>Prepare for the transition from Elizabeth’s leadership, to an interim minister, and then to a called minister by:</p> <p>a. facilitating a successful 10% increase in pledging for 2013-2014 program year.</p> <p>b. Inform the congregation about the transition process so as to inspire confidence</p> <p>c. Fulfill the obligations delineated on the Master Calendar</p>	<p>a. Measure results based upon the AGD data.</p> <p>b. Use existing communication channels to inform the congregation of the status.</p> <p>c. Follow the Calendar</p>	<p>a. To date, the Annual Giving Drive has resulted in pledges and a designated gift for ministerial transition, which together are a small increase over last year's budget, but not the targeted 10%. After the hiring of the Interim Minister, additional pledges are anticipated, and some donors are considering a pledge for later in the year, still leaving the possibility of reaching our goal.</p> <p>b. The transition went smoothly, with much congregational input (dot voting on priorities) and nearly monthly recognition and celebrations of Elizabeth’s contributions to our fellowship. Announcements in the monthly bulletin went out to update the congregation during the 7-month process, and thanks to the assistance of a strong Transition Task Force, information was shared from the pulpit when appropriate.</p> <p>c. The interim minister task force recommended an outstanding candidate and the Board acted in accordance with its responsibilities with the result that we have chosen a very well-suited and enthusiastic interim minister. Additionally, a six member Transition Team has been appointed to assist the Interim in relocating, connecting with congregational leaders and transition planning.</p>
<p>5. Select and nurture leadership for the various branch levels and strand levels and identify “holes” or vacancies that represent a liability in our ability to</p>	<p>Identify key leadership vacancies and develop a mechanism for which to fill them.</p>	<p>The church is benefitting from strong leadership on the Board and the PMC. We anticipate good leadership to arise from the Quest Program, and the PMC has a solid process to recruit a replacement for one of two co-leaders. The church continues to depend on a small group of committed leaders, but we are intentionally widening that group to include</p>

<p>carry out the Strategic Plan</p>		<p>younger people. We would benefit from a mentorship program, as well as continuing the PMC classes on “Harvesting the Power.” Our Social Justice ministry is struggling with the identity of the Hunger Action Task Force, but the leadership hopes to work with the interim minister to bring clarity to its mission.</p>
<p>6. Continue to clarify BUUF’s identity as we move from a pastoral church to a prophetic church by developing a broader social justice mission for the church so that more people participate in church-sponsored justice ministry endeavors and so that we continue to grow the impact we have in the community at large.</p>	<p>Identify ways which social justice is being conducted and establish mechanisms to enhance ministry.</p>	<p>During a recent polling, congregants identified social justice as the most important priority for our church going forward; however, we still have a fragmented approach to social justice, advancing various causes, but standing for none. The interim minister has expressed an interest in helping the Social Justice Ministry branch with this, depending upon the priorities the Board sets.</p>
<p>7. Investigate how technology can assist BUUF in attracting new members, helping them find a ministry, and making it easier to communicate and volunteer.</p>	<p>Explore how the Google platform may assist committees with advertising and sharing information internally and externally to raise awareness of activities taking place at BUUF.</p>	<p>Two courses were held with the Garden City Library to teach committee and strand leads, as well as community members how to use Gmail, Google drive and Google calendaring. While these efforts were focused internally, the effort standardize a communication system and improve the sharing of information internally was established. This will remain an ongoing goal which may be benefited by our Interim Minister's experience at other congregations. With attention on other activities associated with the transition, this goal has probably not received the attention it deserves.</p>

Responsibilities List

From Article V of the BUUF Bylaws, approved May 17, 2009:

Section 1. Composition: The Board of Directors shall comprise the directors necessary for the governance of the Fellowship. There shall be nine elected directors, and five of the directors shall be officers which hold the offices of President, Vice President, Past President, Secretary and Treasurer. There shall be four at large directors, who

along with the five officers make up the membership of the Board. The President shall have been a member of the Fellowship for at least one year before assuming the office.

- a. The President is the regular presiding officer at Congregational meetings and at meetings of the Board.
- b. The Vice President shall perform the duties of the President in the absence or inability of the President.
- c. The Past President shall perform the duties of the President in the absence or inability of the President and Vice President.

Section 3. Authority and Duties:

- a. The Board, subject to the prime authority of the Congregation, is the principal policy forming and administrative body of the Fellowship. The Board has full authority and responsibility to act on the business and programs of the Fellowship, to establish committees, and to delegate authority and responsibility, except as limited by applicable law, these bylaws, and Congregational resolution. (Congregational interpretation 5/19/2009: See Article IV Section 6, and paragraph (b.) below, for some actions that must be taken by the Congregation).
- b. Only the Congregation has the authority to dismiss the minister, or to involuntarily reduce the total compensation of the minister. These actions can be taken by a majority vote.
- c. The Board approves the dates, times, and places at which regular Worship services are held.
- d. The officers shall perform the duties prescribed by applicable law, by these bylaws, by direction of the Board, and by the parliamentary authority.

Section 5. Regular Meetings: Regular meetings of the Board will be scheduled by the Board at least monthly.

Section 9. Filling Vacancies: Vacancies in Board positions other than President can be filled by appointment of a qualified member by the Board. The appointment lasts until the next annual Congregational meeting, at which time any such vacancy shall be filled by vote of the Congregation for the remainder of the term. If the President is unable to complete the elected term, the Vice President shall assume the position of President. If the Vice President is unable to take the President's position the Board shall call a special Congregational meeting to elect a new President.

Section 10. Removal by Resignation: A director may resign by giving written notice to either the President or the Secretary. A resignation is effective when the written notice is given unless the notice specifies a later effective date.

Section 11. Removal for Non-attendance: If a director misses three (3) consecutive regular Board meetings, he or she may be removed from the Board if a majority of the directors then in office vote for the removal.

Meaningful Words List

Sense of purpose, Service, Leadership, Critical Thinking, Diligence

Vision wish list

Staff position for a Social Justice Outreach coordinator.

Finance Committee

Contact information

Committee Chair: David Woito

Committee e-mail(s): buuf.finance@gmail.com

Vision Statement

Function as a team to develop financial methodologies to help BUUF fund the vision. Ensure financial transparency, responsibility and stability and help move BUUF from needs-based financial processes to vision-based processes of abundance.

Mission Statement

- Financial review
 - Review monthly financials for accuracy and trends. Analyze spending and income profiles. Prepare monthly review summary for the board. Advise on trends and analyses.
- Financial planning
 - Develop long term models that would include the following:
 - Risk assessment
 - Financing the Vision
 - Scenarios Planning
 - Assist in the development of the yearly budget for the annual giving drive
- Planned Giving
 - Make available resources and consultation to people considering BUUF In their long term and estate planning. Encourage members and friends to include BUUF in their estate planning.
- Communications
 - Increase financial understanding in the congregation
 - Turn financial communications into positive reflections of abundance
 - Communicate how money is received and spent
 - Communication scenario planning and endowment work as appropriate.
 - Financial corner in the monthly Newsletter

Goals for 2012 – 2013

Goals	Evaluation Criteria
5) Close the books on the 2011-2012 program year in a timely manner	Close with high accuracy by end of Sept 2012
6) Financial review- review monthly finances for accuracy, trends, and balance of expenses and income Maintain relationships with the Bankers	Review Cash on hand, cash flow, accuracy, and results on a monthly trend basis. Recommend actions based upon trends.
7) Communications- Develop the financial corner into a discussion of financial matters on a monthly basis, Develop a budget for 2012/2013 and assist in communications with the AGD	Continue the Financial Corner and add in abundance. Get a balanced budget approved for 2012/2013
8) Develop 5 year Vision budget proposal with several scenarios	Not sure yet!
9) Prepare a “planned giving” charter and mesh it with the endowment committee charter. Propose one time gift “monument(s)” and gift process	Get planned giving charter approved and the team staffed. Get one time gift process approved and solicit bids for the monument

Goals and Accomplishments for 2011-12

Goals for 2011-2012	Evaluation Criteria
Assist in Hiring an individual to improve the accuracy of the BUUF financial Book keeping Work with this individual to analyze and solve past issues	Accomplished Sept, 2011. Accomplished with 2010-2011 closing of the books in November 2011
Financial review- review monthly finances for accuracy, trends, and balance of expenses and income	Cash on hand, cash flow, accuracy, and results on a monthly trend basis. So far we are running on track for the 2011-2012 program year.
Communications- Develop the Financial Corner into a discussion of financial matters on a monthly basis Develop a budget for 2012/2013 and assist in communications with the ABD	Financial Corner established, Budget approved, ABD materials developed.
Prepare a “planned giving” charter and mesh it with the endowment committee charter.	In process

Goals for 2011-2012	Evaluation Criteria
Propose one time gift “monument(s)” and gift process	

In addition to the 2011-2012 goal sheet above - the finance team pulled together the budget inputs from all of the committees, helped with the transition of the office manager, helped in the transition of two treasurers, and is working with the PMC to develop a “top ten” needs list for planned giving.

Responsibilities List

See Mission statement

Ministry Group Summary

Ministry Summary:

- Financial review
 - Review monthly financials for accuracy and trends. Analyze spending and income profiles. Prepare monthly review summary for the board. Advise on trends and analyses.
- Financial planning
 - Develop long term models that would include the following:
 - Risk assessment
 - Financing the Vision
 - Scenarios Planning
 - Assist in the development of the yearly budget for the annual giving drive
- Planned Giving
 - Make available resources and consultation to people considering BUUF in their long term and estate planning. Encourage members and friends to include BUUF in their estate planning.
- Communications
 - Increase financial understanding in the congregation
 - Turn financial communications into positive reflections of abundance
 - Communicate how money is received and spent
 - Communication scenario planning and endowment work as appropriate.
 - Financial corner in the monthly Newsletter

Planned Giving Committee

Contact information

Committee Chair: Jane Breckenridge

Committee e-mail(s): janebreck@gmail.com, "Allie Gooding" goodinga@slhs.org, "Robert C. Huntley" Rhuntley@huntleylaw.com, "RobertCHuntley@gmail.com" robertchuntley@gmail.com, Buuf Office office@boiseuu.org, and "Craig Raese" craigraese@cs.com

Vision Statement

The Planned Giving Committee envisions a congregation that supports the Annual Giving Drive to meet yearly expenses and extends giving to longer terms through their one-time gifts and estate planning.

Mission Statement

The Planned Giving Committee:

- Collaborates with the Treasurer, office staff, Financial Team, Minister, and other committees to understand BUUF organization, program, and committee needs
- Coordinates methods of giving to BUUF as through planned gifts, including bequests through wills
- Tracks gifts and their use.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Identify means to provide planned giving to BUUF	Discuss possible planned giving with those who indicate they would also like information when responding to the 2013-14 Annual Giving Drive for the operating budget
2) Encourage Members and Friends to investigate possible gifts to BUUF through planned giving	Create a brochure on Planned Giving, including to the Endowment Fund, and announce its availability at appropriate BUUF services or meetings
3) Work with Members and Friends to increase interest in planned giving to BUUF	Consider presenting a course provided by an attorney to BUUF Members and Friends

Goals and Accomplishments for 2012-13

The Planned Giving Committee succeeded in documenting the planned giving approach in the Policy on Giving that is posted for all to view on the BUUF website: <http://boiseuu.org/governance.html>

The Planned Giving Committee worked with the Mary and Don Knodell to accept the wonderful \$10,000 gift in memory of their son Mark Knodell who passed away in 2001. The gift is targeted to support the Interim Minister

relocation expenses, pay for professional expenses for the Interim Minister to help maintain a close relationship with the Unitarian Universalist Association and the Pacific Northwest District, and provide at least \$500 for the Religious Exploration program.

The Planned Giving Committee documented capital campaign gifts for the Book of Remembrance and Gifts to begin an on-going program of documenting financial gifts to show BUUF's appreciation.

Responsibilities List

- Keep clear records of financial gifts to BUUF
- Provide information to Members and Friends regarding potential means to contribute to BUUF's on-going funds
- Be a resource for information regarding planned giving
- Note that Planned Giving Committee members do not provide legal advice.

Plans of FY 2013-14

Develop additional information for Members and Friends to consider including BUUF in their giving plans associated with estate planning and bequests

Contact Members and Friends who request BUUF and UUA information for their estate planning

Assist the Treasurer and the Office Administer/Bookkeeping in tracking gifts and their use

Fulfill the duties of the Endowment Committee

Meaningful Words List

These five words apply from the Meaningful Words List: Sustaining, Enthusiasm, Leadership, Historical Interest, and Fellowship

In addition to words on the Meaningful Words List, these words apply: Lasting, Enduring, Giving, Sharing, and Generosity

Physical Plant & Building Maintenance

Contact information

Committee Chair(s): David Clopton

Committee e-mail(s): buuf.maintenance@gmail.com

Vision Statement

To maintain the Boise Unitarian Universalist Fellowship's building to provide a comfortable and safe environment for Fellowship activities.

Mission Statement

Work with other committees such as Interiors and Landscape and the building steward to maintain and enhance the 6200 Garrett Street building.

Identify facility-related safety and health concerns and rectify them quickly.

Provide a comfortable environment for BUUF and BEC-related activities.

Goals for 2012 – 2013

Goals	Evaluation Criteria
10) Identify and make repairs to the building, as necessary. Communicate with Interiors and the building steward to identify maintenance issues; maintain an active list and status of those items. Perform repairs or maintenance as necessary.	Quarterly or more frequent coordination with Interiors Committee.
11) Recruit additional members for committee.	Committee will have more than one member.
12) Review building exterior for cosmetic or maintenance issues, annually.	Annual list of building exterior maintenance items with action plan to remedy identified issues. No more birds nesting inside building walls.
13) Monitor building comfort and usability. Coordinate with HVAC upgrade team members.	Have close personal relationship with HVAC team leader. Attend HVAC management training session.
14) Communicate and coordinate with Building Steward to identify issues and provide backup, as necessary.	Monthly contact with Building Steward.
15) Develop long term budget for building upgrades such as parking lot, roof, etc. Provide budget to Finance Committee for planning purposes.	Long term building maintenance budget (5-year, 10-year, 15-year)

Goals and Accomplishments for 2011-12

- Performed maintenance items identified by Interiors Committee and staff

Responsibilities List

Respond to requests for building maintenance issues from staff, other committees, and members

Coordinate with Interiors and Landscape

Coordinate with Bridge Events Center

Ministry Group Summary

It's hard to have meaningful spiritual experiences when your feet are cold or baby birds are hatching over your head.

Meaningful Words List

Safety

Vision wish list

A building reserve fund with sufficient funds to replace HVAC, flooring, parking lot, roof, etc. as needed.

Annual Giving Team

Contact information

Committee Chair: Judy Holcombe

Committee e-mail(s): buuf.agd@gmail.com

Vision Statement

The AGD team performs the essential task of conducting a yearly pledge drive to support BUUF’s operating budget. Its goal is abundance and reliability of financial resources for these purposes.

Mission Statement

The effort requires approximately three months of planning, recruiting volunteers, creating literature, announcements and activities which ask for yearly pledges—then to follow up administratively, and thank contributors. It should ideally be a part of a year round stewardship effort which enhances a culture of generosity.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Establish reasonable and achievable pledge goals which support the proposed operating budget, coordinating with the Finance Chair and Board	pledge goals established with input and support from interrelated leadership
2) Meet the pledge goals established for the operating budget	That we have established and met the monetary goals with confirmed pledges.
3) Conduct a campaign which reinforces BUUF values of generosity, community support and mission.	Events are fun, well organized, well attended, and result in outpouring of pledges.
4) Appropriate data access and staff support throughout the campaign, coordinate with volunteers for follow up calls.	appropriate and timely data reports are made to evaluate pledge status and make appropriate follow ups
5) Administrative wrap up and thank you’s	All pledgers accurately recorded and confirmed, extensive pledge status confirmed and thank you’s delivered.

Goals and Accomplishments for 2011-12

- Recruited leadership for a year-round stewardship effort with goals modeled on the UUA six congregation study
- Established a planning team and volunteers to conduct the AGD drive using a “Celebration Sunday” model
- Conducted an annual giving Drive which is close to reaching the pledge goals to fund the proposed operating budget

Responsibilities List

- Prepare a plan for the AGD’s present per Board approval, establish a budget for AGD activities.
- Recruit leaders of various functions, and volunteers.
- Conduct activities of the AGD including: coordinate with finance chair to establish pledge goals, create literature, pledged forms, announcements, testimonials, a gala dinner, speaker, celebration Sunday, follow-up calls to pledgers, administrative accounting and thank you’s.

Ministry Group Summary

Our purpose is to provide a reliable source of funding through pledges in support of BUUF’s yearly operating budget and to foster a culture of generosity. Our efforts are in coordination with the BUUF Board, Finance Chair, Stewardship leadership, and the Minister.

Vision wish list

That an overall stewardship effort creates a culture of generosity, and that this results in abundance through the Annual giving Drive, for the fellowship’s budgeting goals and support of its ministries.

Communications Strand

Contact information

Committee Chair:

Committee e-mail: commstrand@boiseuu.org

Vision Statement

The Communication Strand characterizes and integrates communication systems for the internal and external audiences of BUUF, and to facilitate the exchange of ideas. We strive to create channels for all people so they can find, join and serve with us.

Mission Statement

Our mission is to connect BUUF's existing and prospective community through internal communications, marketing/ public relations, and new media. We collaborate with the Board, Program Ministry Council (PMC) and church staff to develop and integrate strategic communication policies; to provide training for new technologies; and to manage the church's information technology in order to promote the Unitarian Universalist seven principles in all we do.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) To create a comprehensive communications plan and guidelines the Congregation, Minister, PMC and Board can use to understand the strategies, tactics and tools that BUUF can use to communicate with internal and external audiences.	[not filled in]
2) Create a standardized IT infrastructure (email and archive at a minimum) all BUUF entities can access to collaborate and archive their work	[not filled in]
3) Establish BUUFs branding criteria and standards for distribution to appropriate audiences	[not filled in]
4) Create a secure, real time system in which the BUUF Directory can be updated and published when needed.	[not filled in]

Goals and Accomplishments for 2011-12

The Communication Strand was established in January of 2012. We have been working towards developing a communications structure and plan for the Strand.

Responsibilities List

The Communication Strand continues to evolve. Our focus will be on achieving our short term goals of establishing a communications plan.

- IT is involved with maintaining church computers, Wi-Fi network and email / internal communication structure and Database management. Fix office computers and maintain online backup for computer systems.
- New media, marketing, branding and other communication are evolving as they are identified and defined.

Vision wish list

More members who specialize in targeted IT and new media expertise.

Information Technology

Contact information

Committee Chair: Mitchel Bethel

Committee e-mail(s): buufit@gmail.com

Vision Statement

The purpose of the IT committee has and remains to be the implementer of BUUF technological and information needs. The group has been committed to taking the current and future desires that BUUF groups have in our specialty and implementing working solutions. We in addition keep track of changes in the area of IT for opportunities and obstacles that BUUF and its members may encounter in the future.

Mission Statement

Our committee would want to be known to the BUUF community as the group that will help them find and implement the technological resources that they would need for their goals. We would also be the maintainers and if needed trainers for those tools.

Goals and Accomplishments for 2011-12

- Maintain current systems.
- Switched BUUF over from a peer to peer to a Client Server networking environment
- Interfaced with groups and offered suggestions for concerns (most still pending)

Responsibilities List

- To maintain the current technological and informational infrastructure of BUUF.
- To be a resource and consultant to other committees who need a technological or information response to a concern
- To look forward, research and implement responses to future technical needs of BUUF and problems that develop.

Meaningful Words List

Critical thinking, Technology, Action, Implementing, Response

Personnel Committee

Contact information

Committee Chair: Patti Raino

Committee e-mail(s): buuf.personnel@gmail.com

Vision Statement

Our vision is to facilitate adequate staffing for a growing and vibrant BUUF Community while promoting fair and equitable compensation and benefits for staff.

Mission Statement

Our mission is to be knowledgeable of UUA personnel policies and government regulations with respect to employment.

Review and write staff contracts consistent with our research.

Create and update the Personnel manual.

Participate and work with relevant committees in all new hire processes, staffing issues and performance reviews.

Provide compensation recommendations to the Board and Finance Committees on a yearly basis.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Salary recommendation to the Board and Finance Committee by February each year.	Completed February 2012
2) Every 2 years evaluate and update staff contracts and amend contracts as necessary	Contracts were reviewed and updated for all staff in 2011-2012.
3) Provide support to transition team in creating contract for Interim Minister, researching wages, calling references, etc. Provide one Personnel Committee member on the Transition team.	Interim Minister secured with compensation that matches their experience and qualifications. Monthly report to the Personnel Committee from the Transition Team Personnel member.

Goals and Accomplishments for 2011-12

- Successfully selected and placed Office Administrator/Bookkeeper
- Reviewed and updated contracts for all staff. Received and reviewed evaluations of staff
- Presented Salary recommendations to Board and Finance Committee.
- Staff salaries reinstated to 2009-10 levels and back to full hours.

Responsibilities List

- Meet monthly as a committee to review current staffing and performance concerns
- Meet with staff or Board on an as needed basis to accomplish our vision and mission
- Make salary recommendations for the staff to the Board and Finance committee
- Review and update staff contracts and ensure yearly evaluations are conducted and submitted to the Personnel committee.

Meaningful Words List

Future mindedness, Justice, Sustaining, Personal relationships, Integrity

Vision wish list

To have sufficient funding to provide appropriate staffing to enable the vision and mission of BUUF to be achieved, while meeting UUA fair compensation guidelines

Fundraising

Contact information

Committee Chair: Claudia Fernsworth

Committee e-mail: buuf.fundraising@gmail.com

Vision Statement

To provide opportunities for BUUF member and friends and perhaps the community to participate in creative fundraising activities that promote fellowship and support BUUF's vision and ministry.

Mission Statement

1. To create a collaborative, team-centric organization.
2. To conceive, plan, carry out and evaluate successful fundraising opportunities.
3. To collaborate with other BUUF ministries/committees to create synergistic activities.
4. To accomplish this in such a way that volunteers and other participants feel that they have received an appropriate return for their time and effort

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Successful Auction	Net \$10,000, 3 or more new high value auction donors, Increase volunteer participation
2) Successful Silent Auction	Meet or exceed past income, Increase volunteer participation
3) Conceive a new fundraising	Raise at least \$1,000 Intergenerational Attracts the community

Goals and Accomplishments for 2012-13

Goals: To raise money for BUUF

Accomplishments:

- 1) Silent Auction netted about \$1,000.00
- 2) Live and Silent Auction netted about \$6,500.00

Responsibilities List

Initiate, plan, recruit volunteers, carry out and evaluate fundraising events

Vision wish list

- Fundraising Activities that have broad support
- Fifteen 5 foot round plastic tables
- Eighteen round white table cloths for 5 foot round tables
- Outdoor gas grill with cook top
- Commercial Stove
- Commercial grade refrigerator
- Money for a marketing plan that includes Fundraising.

Program Ministry Council

Contact information

Committee Chair(s): Cathy Carmen and Paul Schlobham

Committee e-mail(s): buufpmc@gmail.com

Vision Statement

Increase effectiveness of lay ministry programs at Boise Unitarian Universalist Fellowship (BUUF)

Mission Statement

Provide opportunities for congregational participation

Develop creative, functional programs that benefit the church community

Enhance the coordination, communication, and collaboration of committees and task forces

Support Team Leaders in their work with committees and task forces

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Build capacity to manage stewardship as defined by the Board	Transparency of PMC business; growth in use of google platform,
2) Provide oversight to team budgets and spending, and coordinate budgetary issues as delegated by the Board	Inclusion of PMC in the entire process; level of coordination delegated
3) Provide coordination between Strands, Teams, and Committees. Provide coordination with the Board, the Minister, and Staff	PMC meetings conducted; Board meetings attended; ad-hoc meetings coordinated; PMC meeting notes distributed
4) Provide guidance to PMC Committees to implement initiatives or navigate change	Number of proposals reviewed and executed; number of proposed donations shepherded and accepted
5) Maintain an open and positive relationship with BUUF's minister and Board of Directors.	Board meetings attended; ad-hoc coordination with minister and board members

Goals and Accomplishments for 2012-13

- **Build capacity to manage a new definition of stewardship as defined by the Board**
 - We started the year with one PMC member holding the position of two strand leaders, co-strand leaders for each of two strands, and one acting strand leader. We finish the year with five strand leaders for five strands - a full slate of leadership
 - Cathy attended BUUF's Google training workshop, and the co-chairs became more comfortable using this platform for PMC document development and sharing.
 - Growing understanding of and comfort for PMC role, on the parts of the PMC, the Board, and Committees.
- **Provide oversight to team budgets and spending, and coordinate budgetary issues as delegated by the Board**

- Reviewed PMC committee budget requests
- Coordinated final budget requests with Finance Committee
- **Provide coordination between Strands, Teams, and Committees. Provide coordination with Board, the Minister, and Staff**
 - Conducted monthly meetings to coordinate events, issues, activities, etc between strands, teams, and committees
 - Attended monthly Board of Director meetings to share progress, raise policy or financial matters, deliver action items, and continue building relationships with Board and Minister
 - Coordinated ad-hoc meetings to address matters involving staff, committees, groups proposing events or fundraisers, groups or individuals proposing donations, etc
 - Coordinate the Celebratory Events to honor our Minister Elizabeth Greene's retirement
 - Conduct the annual Committee Fair in September
- **Provide guidance to PMC Committees to implement or navigate change**
 - Established processes to evaluate and provide support for success to groups seeking to conduct a fundraising event or other significant event.
 - Worked with Jane Breckenridge and the Board to establish a Gift Acceptance Policy
 - Created a process to help potential donors have their proposal reviewed by appropriate BUUF committees with dignity and respect for the donor and the missions of the impacted committees

Maintain an open and positive relationship with BUUF's Minister and Board of Directors

- Attended monthly Board of Directors meetings to share progress, raise policy or financial matters, deliver action items, and continue building relationships with Board and Minister
 - For the fourth consecutive year, a member of the Board has served concurrently as a strand leader of the PMC

Responsibilities List

- Annual coordination of the committee schedules on the BUUF calendar
- Review, approval, and high level coordination of proposed events impacting multiple groups
- Review, concurrence, and high level coordination of proposed fundraising events
- Provide a "Walker" to support potential donors' navigation of the donation acceptance process
- Review and coordinate PMC committee budget requests

Plans for FY 2013-14

Support a smooth transition with the Interim minister and with a new PMC co-chair

Support new events and activities during our Interim period

Meaningful Words List

Fellowship, Teamwork, Diligence, Leadership, Sustaining, Representative, Integrity

Fellowship Branch

Worship Strand

Worship Committee

Contact information

Committee Chair: Wanda Jennings

Committee e-mail(s): buufworship@gmail.com

Vision Statement

Our vision is to create meaningful worship experiences that are the heart of our community and which nurture hearts, challenge minds and inspire actions of compassion and justice.

Mission Statement

Through teamwork our mission is to provide multi-generational, transformative worship integrating the spoken word, music and purposeful silence around a central theme.

Goals for 2013-2014

Goals	Evaluation Criteria
1) Identify the worship needs of our congregation through a valid survey.	The survey is in progress.
2) Provide worship services appropriate to the final year of a long term minister.	[not filled in]
3) Integrate young adults into the worship life of our congregation.	The Medians (Young Adults) presented a service. They have been greeters and readers.
4) Include a social action focus in our worship services.	Four Sermon to Service Sundays were held
5) Create at least one quality inter-generational service in addition to the “Deck the Halls” service.	The youth performed a play which Emmie narrated.

Goals and Accomplishments for 2012-13

Our theme for the year 2012-13 is Celebrating Our circle of Love in Action. Using that theme, we planned and coordinated excellent worship services for each Sunday throughout the year. The summer services were presented by speakers from our congregation. During the program year Elizabeth preached the majority of the services. Other services were given by volunteer BUUF members, friends and a few outside speakers. The religious Education Committee presented Deck the Halls. The Coming of Age class presented their faith

statements on Mother's Day. The senior high had their bridging service in April. The choir and other musicians presented a musical program in December and March.

During the final year of Elizabeth Greene's ministry we had several services helping us to plan for the transition. Keith Kron, of the UUA Transition Ministry Team, spoke about transitions. Don Rollins, a UUA interim minister in Oregon, told us what to look forward to in the interim years. Elizabeth presented several services talking about her 25 year ministry coming to an end.

The Partner Church and the Young Adults (Medians) each conducted a worship service. Sermon to Service Sundays were held 4 times this year in coordination with the Social Outreach Committee to provide opportunities for congregants to "walk the talk" by doing service projects related to sermons.

The junior high youth participated in the first Sunday service of each month, doing the readings, greeting, passing microphones and collecting the offering.

We continued to line up chalice lighters, greeters, and readers for each service, getting the names to Nancy Harms for placement in the orders of service. We coordinated with the social justice folks for their announcements each month. We coordinated with Carrie and the music committee on the hymns and music each month.

We have monthly meetings which start and end on time with lively discussions and planning.

We have worked toward meeting each of the goals that we set for our committee. One of our goals Identify the worship needs of our congregation through a valid survey. We did this and will be using the results to plan our upcoming worship services.

Responsibilities List

- See Worship Google Docs for Celebrants Job Description
- Coordinator Checklist
- Greeter Instruction
- Information for Presenters

Plans of FY 2013-14

In 2013-2014 the Worship Committee will continue to plan wonderful Worship Services for each Sunday. We are searching for a theme around which to develop our services. We are always looking for new folks who would like to help us plan and carry out worship services.

We do not know how this year with the interim minister will affect the Worship Committee; but we do know there will be changes and we are ready to embrace them.

Meaningful Words List

Heart of Community, Spirituality, Fellowship, Thought provoking, Integrity

Music Committee

Contact information

Committee Chair: Tom von Alten

Committee e-mail(s): buuf.music@gmail.com

Vision Statement

Our vision is to inspire individuals and to build community through diverse, high quality musical experiences.

Mission Statement

The Music Committee works to enhance the Fellowship's musical life, in worship and in other events. We facilitate participation in making and enjoying music, take care of the Fellowship's musical instruments, its choral library and other music resources. We support the Music Director in her responsibilities of collaboration, coordination, recruiting volunteers and directing music at BUUF.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Establish a volunteer-managed continuing maintenance program for our choral library.	
2) Hold a summer committee retreat to discuss and agree upon additional, long-term goals.	
3) Recruit new members for the committee.	
4) Add to our existing sound system so that congregational and musicians' use of microphones does not distract from the flow of worship services.	In consultation with the Worship Committee

Goals and Accomplishments for 2012-13

The Music Committee continued its work facilitating music in worship services and supporting the Music Director in leading regular performances of the adult choir, and providing for member and guest musicians' performances, and accompanying congregational singing.

Responsibilities List

See Mission statement

Meaningful Words List

Inspiration, Welcoming, Harmony, Rhythm, Embodiment

Vision wish list

We wish we had a broader scope for our professional Music Director (i.e. more than a quarter-time position) to provide for a wider range of music, and music participation (for example, a bell choir, a children's choir, adult musical education, etc.). A dedicated sanctuary for worship, music in worship, and special performances is also one of our wishes for BUUF.

Education Strand

Religious Exploration Team

Contact information

Committee Chair: Alissa Williams and Jen Grush-Dale
 Committee e-mail(s): Buuf.re4childnyouth@gmail.com

Vision Statement:

The vision of Religious Exploration for Children and Youth is to create a welcoming spiritual home, which provides safe spaces and loving circles that foster playfulness, inquisitiveness, and diverse relationships while building an awareness of self, social justice, and a desire for transformative action in our world.

Mission Statement:

Our mission is to create an experiential environment which will:

- Encourage a positive sense of community
- Encourage a healthy sense of self
- Practice critical thinking
- Experience meaningful worship and ritual and improve religious literacy
- Develop an appreciation for the world around us
- Make the tools available to make a difference in the world

Goals for 2013 – 2014

Goals	Evaluation Criteria
Create a welcoming environment for young children and their families throughout BUUF and at all BUUF events	There will be activities for all ages at BUUF-wide events An intentional culture of welcome and inclusion will be established
Participate whole-heartedly in all parts of the interim process	The RE Team will be represented throughout all stages of the interim process from the planning stages through the evaluations

Goals and Accomplishments for 2012-13

Accomplishments from 2012-13

- Held two teacher in-service gatherings

- Facilitated the Teacher Appreciation Breakfast
- Attended an RE Team retreat
- Held monthly meetings
- Weekly helpers for the DRE and their assigned tasks have been established
- Children & youth in the RE program chose the recipient for the May plate offering under the guidance of the senior high youth group.

Responsibilities List

- Represented the fellowship's interest in religious exploration for our children and youth
- Supported the Director of Religious Exploration and her ministry
- Supported class room teacher/guides and advisors, and children and youth as they learn and grow together
- Sponsored community-building special events
- Assisted in the creation of a vibrant summer religious exploration experience for children

Plans of FY 2013-14

- Create a welcoming and inclusive environment for young children and their families at BUUF
- Participate enthusiastically with the interim process.
- Sponsor family gatherings throughout the year
- Increase communication of RE events, resources, and milestones to families

Adult Religious Education Committee

Contact information

Committee Chair: Gena Delucchi

Committee e-mail: buuf.adultre@gmail.com

Vision Statement

The Adult Education Program at the Boise Unitarian Universalist Fellowship seeks to foster growth in individual intellectual, emotional, and spiritual lives, strengthen our sense of community, and support our congregation's engagement in the religious, social, and cultural issues of our time..

Mission Statement

The Adult Education Program sponsors educational experiences that enable us to:

- Develop new perspectives and skills that enhance our lives as individuals and that contribute to our collective life in community
- Better understand our Unitarian Universalist values and traditions
- Increase our knowledge of the world and its natural and human diversity
- Examine issues that concern us and develop strategies for taking action
- Enrich and expand our spiritual horizons
- Get to know one another better
- Share our deepest insights and feelings in a relaxed, supportive, and interactive environment.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Minimum 5 classes for Fall 2013 and Spring 2014 session	Participant numbers and informal feedback
2) Build committee membership	Add 1 new member to group by December 2013
3) Re-introduce written class evaluations	Review/approve class evaluation form and ensure class participants are offered this opportunity to provide feedback
4) Co-sponsor 1 special event with another BUUF Committee	Tba Two Who Dared film?

Goals	Evaluation Criteria
5) Support BUUF transition to new minister	Offer classes/workshops on effective communication, conflict resolution and UU transition process to fellowship with Committee on Ministry and PMC
6) Investigate sponsorship/promotion of speakers on UU values with broad community appeal	tba partnerships in Boise area

Goals and Accomplishments for 2012-13

- Mark Kirkpatrick joined the Adult Ed Committee in June. Also, Webb Vanwinkle relinquished Co-chair position but continues as committee member.
- Co-sponsored the Swami Beyondandanda performance with Dr. Pat Casey at BUUF on July 11.
- Co-Sponsored with Social Justice Roy Zimmerman concert on Sept 26, with Transform Idaho the beneficiary of 20% of ticket sales
- Offered 8 classes Fall 2012 (excluding new UU); however, only 4 classes had enough enrollment to proceed with an est. 35 total registered participants.
- Partnered on one Idaho Friends of Jung (IFJ) salon Nov 16-17, 2012 (38 attended)
- Offered 1 event, 2 classes Spring 2013 (excluding new UU and Board Google Training); however the Poverty Simulation (Feb) was cancelled due to lack of enrollment as was a Geocaching Saturday in May. Val Duffy’s *Writing Your Ethical Will* class in April had 6 participants.
- Facilitated scheduling for Gun Control Panel follow-up discussion group (D Smith).
- Partnered with IFJ for 3 events: Jan 25-26 (16 attended) ; Mar 22-23 (40/25) ; April 27 (30),2013
- Planning for Fall 2013 course offerings

Responsibilities List

- Solicit, recruit and/or consider suggestions and instructors for potential class offerings at BUUF.
- Schedule dates, times and rooms at BUUF for classes each “semester”, that is Spring and Fall sessions.
- Assign a committee member to serve as the designated liaison for each class, workshop or special event. Act as the principal point of contact for communication with the course leader(s)/facilitator(s).
- Coordinate with leader/facilitator, BUUF office administrator, and custodian as necessary regarding access to building, classroom set-up, AV equipment needs, lock-up and security, etc.

- Coordinate with BEC in developing MOUs with Adult Ed partners. Determine whether non-BUUF group's events fall within Adult Ed purview or should be considered facility rentals.

Ministry Group Summary

The Committee seeks to fulfill its mission through offering classes, workshops and events that enrich the BUUF community, offer opportunities for deeper individual and group understanding, support individual spiritual growth, and support the mission of BUUF.

Meaningful Words List

1. Sense of purpose
2. Love of learning
3. Thought provoking
4. Appreciation of beauty and excellence
5. Open-mindedness
6. Critical thinking
7. Exchange of ideas

Vision wish list

- a second computer projector dedicated to Adult Ed/public presentation uses
- speaker's fee underwriting

Library Committee

Contact information

Committee Chair: Janet Wyke

Committee e-mail: buuf.library@gmail.com

Vision Statement

To maintain and improve a welcoming, accessible, thought-provoking library for our BUUF community.

Mission Statement

The BUUF Library aims to be a resource for educational and spiritual growth for its people, youth through lifetime. It includes a broad range of contemporary and historical thought and wisdom.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) To develop a system that will more accurately trace the Library's collection	<ul style="list-style-type: none"> • monthly review of the check-out folder • catalog all titles • publicize check-out information in newsletters, Sunday bulletins, and email announcements from the BUUF Office
2) To diversify the committee's composition	<ul style="list-style-type: none"> • To show a more diverse membership in age and/or experiential background • To recruit via newsletter, Sunday bulletins, email announcements • To accommodate varied meeting times

Goals and Accomplishments for 2011-12

- Maintain our committee's financial self-sustainability through used book sales
- To install a bulletin board in the Library with lists of the latest new books and other information
- Add new members to our committee

Responsibilities List

- Mark and shelve books and keep the Library in order
- Review, evaluate and select new books for purchase

- Operate the Book Nook on Sundays

Ministry Group Summary

We strive to make the BUUF Library a welcoming and accessible resource for our congregation. Through fundraising and donations, the committee will evaluate, acquire, organize, and maintain the Library's collection with illuminating books for our Library's patrons.

Meaningful Words List

1. Sense of purpose
2. Love of learning
3. Future mindedness
4. Teamwork
5. Exchange of ideas

History Keepers Committee

Contact information

Committee Chair(s): Janelle Wintersteen

Committee e-mail: buuf.history@gmail.com

Vision Statement

We foster a sense in our BUUF community that our history is part of who we are now and in the future. We retain memories in the hope that the insights they offer will serve BUUF well in our liberal religious and spiritual journey.

Mission Statement

We are an educational committee – documenting, publishing, presenting, and displaying aspects of BUUF’s past and present to deepen members’ and friends’ understanding of BUUF’s roots.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Include articles in BUUF newsletter	9 articles
2) Document BUUF’s important events	Facts and dates in file cabinet
3) Publish a short history of BUUF	
4) 1901 - 2013	begun
5) Create database to write from	struggling

Goals and Accomplishments for 2011-12

- Monthly newsletter articles on BUUF’s history
- Memorial plaques
- Preliminary work on publishing a history
- Photographic record of all important BUUF events – Frank Shuff

Responsibilities List

- Photograph all important events
- Participate in all BUUF fairs

- Submit articles to BUUF newsletters
- Maintain the Memorial Plaques in cooperation with the Minister and the Program Ministry Council

Ministry Group Summary

We strive to interest BUUF members and friends in the history of our fellowship. We hope that knowledge of our past may inform our current decisions and help shape our future.

Meaningful Words List

1. Critical thinking
2. Love of learning
3. Historical interest
4. Exchange of ideas
5. Authenticity

Vision wish list

We are researching and writing with the goal of publishing a history of our past. To accomplish this goal, we need the cooperation of writers, proofreaders, artists, photographers and the memories of everyone who is interested. In addition, we need many more members.

Stewardship Strand

Contact information

Committee Chair(s): Deb Eisinger and Miriam Woito

Committee e-mail(s): buuf.stewardshipstrand@gmail.com

Vision Statement

Our Vision is to create a structure that enhances a sense of purpose, belonging, and ownership.

Mission Statement

- Implement a structure to aid in finding “landing spots” for all who wish to participate in our religious community
- Facilitate a culture shift at BUUF with a focus on being a growing, thriving, and welcoming congregation
- Serve as a conduit for open communications between the stewardship ministries on our strand and the PMC and Board

Goals for 2012 – 2013

Goals	Evaluation Criteria
1. Design and implement a match.com type computer program for individuals to use in finding their “landing spot”	Have the program up, running, publicized and working by May 2013 Have an updating mechanism in place
2. Gather information on BUUF’s current culture and participation information	Write a survey, administer a survey and publish the results of the survey
3. Create a strand communication system	Establish an electronic presence using google docs Have dates and deadlines for committee reports and information flow to and from the PMC

Goals and Accomplishments for 2011-12

We have met to organize.

Responsibilities List

1. Attend PMC meetings
2. Establish and implement systems and structures to meet our vision/ mission/ goals
3. Meet as needed
4. Be responsive

Ministry Group Summary

We have come together to create a structure that enhances a sense of purpose, belonging, and ownership at BUUF. The structures we design and implement will help congregants find their landing spot. We will meet as needed to accomplish our goals and responsibilities.

Meaningful Words List

1. Sense of Purpose
2. Future mindedness
3. Representative
4. Sustaining Exchange of idea
5. Conduit
6. Builders of Infrastructure

Vision wish list

- Two computers and vestibule space for people to use the match.com type program
- IT support for:
 - Creating a match.com type program (internal website)
 - Survey monkey
 - Electronic presence using google docs
- Large TV or monitor for displaying photos of members in action

Fellowship Connections Team

Contact information

Committee Chair(s): Miriam Woito and Leslie Mille

Committee e-mail(s): buufmembership@gmail.com

Vision Statement

Our vision is to create an atmosphere where all who enter our doors feel welcome and readily find their path or ministry as they continually integrate in to the life of the fellowship.

Mission Statement

We welcome newcomers by greeting them on Sunday morning, providing general information, answering questions, and following up to assure all are aware of opportunities and their place in the fellowship. Our objective is to help people find a place in the fellowship. Currently, our actions include Newcomer Greeters, newcomer information packets, welcome chats, welcome letters, and follow up phone calls.

As people become integrated into the life of the fellowship, we provide on-going information on the many opportunities for involvement and ministry. We offer classes leading along the path to membership and facilitate a dialogue about the advantages, expectations, and responsibilities of membership.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Create and implement a system for tracking attendance and integration to the fellowship, and to determine if newcomers are finding the level of involvement that they desire.	The system is designed and implemented with success being our ability to track newcomers and visitors, and determine how many return and continue to attend
2) Create a brochure that provides relevant information about involvement in the various committees and groups at BUUF. The brochure must be formatted in such a way that the information remains relevant over time and directs people to groups, rather than individuals within a group	The brochure is created and reviewed by each group listed to determine accuracy and relevancy. Brochures are given or sent to all newcomers, New UU attendees, and made available to the entire congregation
3) Restructure the New UU class into at least two classes. First an introduction for newcomers, and then information about how to get involved and finding a niche, and finally providing information relative to the advantages, expectation, and responsibilities of membership	Classes are created and agendas drafted. Each class is scheduled on the master calendar at least quarterly, with the objective that class attendance will be within the range of four to twenty participants

<p>4) Recruit additional volunteer staffing for the Newcomer Greeter carts with the objective of having two people staff the carts before each service. The purpose is to provide the opportunity for one volunteer to inform newcomers of expectations during the service and to introduce parents and children to the RE experience.</p>	<p>Volunteers are recruited and trained and both carts have at least two volunteers for each service, including special services.</p>
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Goals and Accomplishments for 2011-12

- Offered four New UU classes – 30 participants total, with 13 people joining.
- Conducted weekly Welcome Chats to visitors after all services. We engaged members of the board and others to take part in these sessions.
- Weekly, sent welcoming letters to all visitors who signed our guest books.
- Made nametags for all members and friends who requested them.
- Produced Newcomer Packets for use by Newcomer Greeters at the carts each Sunday.
- Worked with staff, Stewardship, and Congregational Care to refine the membership rolls.
- Utilizing the new “My UUA” interactive web site for church leaders, maintained the UU World circulation list.

Responsibilities List

- **Weekly letters to newcomers** – using the guest book pages each week, enter newcomers into the database and then use mail merge to create a personalized letter to each person/family. A handwritten welcome on each letter is a nice touch. This job requires learning the database, entering data, creating letters, and mailing. Letters should be sent early in the week so recipients have them before the next Sunday.
- **Newcomer packets** – requires making necessary copies, compiling contents, stuffing envelopes, and placing them in the bin in the store room. Requires monitoring use of packets so that an adequate supply is available for the greeter’s carts
- **Name tags** – collect sheet from clipboard in the north vestibule, print out the tags and put them in a holder. Place the completed tags on the table in the north vestibule. It’s nice to have the tags completed within two weeks of the request.
- **UU World circulation list** – several times each year the World circulation list needs to be updated. Requires accessing the database and printing a current list of members to determine who gets the magazine (only members get a complimentary subscription). Then the list is updated by signing in and accessing the leaders section on the UUA website.

- **Welcome chat scheduling** – maintain a list of “chat leaders” for each Sunday. Ensure that there is a designated leader each week and make reminder phone calls. The objective is to work toward doing the chat after both services and recruiting people from the congregation to take part in the chat.
- **New UU class** – the class needs to be offered three to four times each year. In addition to teaching the class (with at least one assistant, the leader must advertise and promote the class. The class lasts approximately eight hours and can be offered in a variety of formats (1, 2, 3, 4 sessions). Ideally, we will build a cadre of qualified leaders so the workload can be shared throughout the year.
- **Facilitate a meeting with prospective members** between Elizabeth and prospective members – part of the path to membership is to meet with Elizabeth, to discuss the meaning and responsibility of membership. This takes an hour or so and takes place a week or so after each New UU class. The date must be determined based on Elizabeth’s availability.

Ministry Group Summary

Our passion is to help all who enter our doors find their mission in a way that meets their personal, spiritual, service, or justice-seeking goals. We do this by working as a team and as individuals to make people feel welcomed and to inform them of the many paths available to them as they enter into community with BUUF.

Meaningful Words List

1. Fellowship
2. Personal relationships
3. Sustaining
4. Enthusiasm
5. Welcoming

Vision wish list

We would like to professionalize our brochures. Currently we have three BUUF-related brochures that are included in the Newcomer Packets and on the greeter carts. These brochures are created with a word processor and photo copied at the fellowship. Our intent is to create full color brochures on slick paper that will show off our fellowship for newcomers coming through our doors. Cost is dependent on the number of brochures produced. We estimate \$4-500 for a one-year supply.

We would like to give a copy of “Welcome – A Unitarian Universalist Primer” to all New UU participants as a means to greater understanding, perhaps making it easier for people to connect. A one-year supply of 40 books would cost \$200.

Congregational Care Team

Contact information

Committee Chairs: Kristen Cheyney and Diane Schwabe

Committee e-mail(s): buuf.cct@gmail.com

Vision Statement

Guided by compassion and generosity of spirit and in collaboration with the minister, provide emotional, perhaps spiritual, support to members and friends in their times of stress, loss, or joy. Enhance the spirit of community within the congregation.

Mission Statement

To enhance the emotional and spiritual wellbeing of our community we will:

- Increase caring to increased numbers of people
- Develop options for community members with challenges
- Increase congregational awareness of caring available
- Provide continuing education for CCT members

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Providing support for memorial services	Memorial services our conducted in a coordinated, compassionate, thoughtful manner.
2) Helping with comfort food when needed	Comfort food is available to anyone who requests it
3) Maintain and monitor Food Pantry	Congregation is aware of the need for regular donations to the food pantry and it stays adequately stocked. Everyone feels welcome to use the food pantry when needed.
4) Administer the Elizabeth Greene Pay it Forward Fund (PIFF Fund)	Annual fund raising is conducted in October. Special appeals or fund raising throughout the year are conducted if needed. Adequate funds are available for dire emergencies and basic needs of living

Goals	Evaluation Criteria
<p>5) Reach out through visits, calls, or phone conversations to those in need due health issues, grief, or personal crisis. Encourage the fellowship to participate in these activities as appropriate. Maintain strictest confidentiality unless it has been specifically stated that information can be shared.</p>	<p>Congregation feels connected and cared for. They feel they have a place to turn to in times of need and know that any problems shared will be held confidential</p>

Goals and Accomplishments for 2011-12

- Raised approximately \$2000 for the PIFF fund. Distributed these funds to several families in need to cover cost of medicine, food, utilities, and housing.
- Maintained and expanded the food pantry
- Coordinated several memorial services
- Sent uncountable cards and messages to the ill and grieving. Encouraged the fellowship to do likewise
- Supplied numerous meals and comfort food when requested. Reached out to many members to make them aware of this service and encourage them to take advantage of it
- Raised \$650 in the form of Winco gift cards for those in the fellowship in need of food assistance. These are being distributed semi-weekly through the food pantry
- For the first time this year engaged and partnered with youth in the Senior High so that they not only know of the services of CCT but also participate in caring

Responsibilities List

- Providing support for memorial services
- Prepare worship services for Congregational Care Team Sunday (coordinate with Services Committee and Minister)
- Helping with comfort food when needed
- Calling/ reach out to members/friends as needed.
- Read and understand the CCT Manual.
- Stay current on CCT emails.
- Attend and participate in annual Life Skills Training
- Create or Update and Distribute CCT brochure with CCT services and members contact information
- Participate in CCT annual retreat

- Provide request for assistance forms.
- Organize and participate in Continuing Education at meetings several times a year.
- Maintain and monitor Food Pantry
- Administer the Elizabeth Greene Pay it Forward Fund (PIFF Fund)
- Monthly Newsletter article.
- Help make congregation more aware of weekly joys and sorrows and assure that the entire CCT is aware also
- Greet new comers after Sunday Service
- Attend monthly meetings

Ministry Group Summary

You put together career, family, relationships, and schedule. Add a child or a pet. Both. Throw in a hobby or two. Stitch them together with your personal history and they make YOU! Sometimes delicate threads weaken, fray, or break. Stress, tension, and trauma can unravel your patchwork. The BUUF Congregational Care Team is here to help. We are a group of non-professionals who provide compassionate care to members and friends of this fellowship.

Meaningful Words List

Fellowship, Personal Relationships, Nurturing, Service, Compassion, Presence

Vision wish list

- More outside training opportunities for members
- Expanded Pantry
- More funds for PIFF
- Funding for peer counseling training for senior high including interfaith work

Festivities Committee

Contact information

Committee Chair(s): Karen Raese and Wanda Jennings

Committee e-mail(s): buuf.festivities@gmail.com

Vision Statement

To provide a regularly scheduled opportunity for all to share a meal and fellowship in a fun, inclusive environment

Mission Statement

Host regular potlucks and varied activities following a familiar and welcoming format that encourages a wide variety and number of members and friends – old comers and new comers – to participate.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Host Saturday night potlucks during program year and Sunday noon potlucks during summer services	One per month
2) Obtain a sponsoring committee to assist with 75% of Saturday potlucks	
3) Increase overall attendance	
4) Reach out to families with children and youth and increase participation of this demographic	
5) Include one “alternative” worship	

Goals and Accomplishments for 2011-12

- Hosted a wide variety of activities in conjunction with monthly Saturday night potlucks during program year.
- Facilitated and coordinated partnership with “sponsoring” committees that assisted with set up and clean up responsibilities. Beginning to establish “regular” programs that have wide appeal.
- Encouraged people to bring food that allows for people with specific diets -i.e. vegan, vegetarian, gluten free, etc.

Responsibilities List

- Advertise and host BUUF wide potlucks

- Plan and coordinate varied activities for all ages
- Facilitate set up and clean up
- Coordinate children's activities

Festivities Summary

The festivities committee provides a regular way for members and friends to gather to break bread together while getting to know each other, enjoying each other's company and creating connections.

Meaningful Words List

- Fellowship
- Personal relationships
- Intergenerational
- Breaking bread together
- Fun

Vision wish list

We'd love to have 15-20 5 ft round tables to facilitate better community and conversation.

Our Home Strand

Interior Design Committee

Contact information

Committee Chair(s): Nancy Harms

Committee e-mail(s): BUUF.interiors@gmail.com

Vision Statement

To ensure that Boise Unitarian Universalist Fellowship’s communal interior space provides a warm and welcoming environment for current and future members, friends, and visitors.

Mission Statement

Act as a liaison with BUUF’s custodian and maintain the custodial contract.

Provide tools, materials, and instructions for volunteers to help maintain the building (work parties).

Collaborate on esthetic decisions (paint colors, new art work, placement of art work, use of existing art work, etc.).

Ensure that functional pieces complement the visual and design elements.

Select and place art work, decorations, furnishings, plants, signs, window treatments, etc. in the public areas of the fellowship.

Select any paint or finishing of interior space.

Recommend esthetic repairs and/or improvements to the Building and Grounds committee.

Goals for 2013 - 2014

Goals	Evaluation Criteria
1)Work with BUUF quilters to make banners for the chancel area.	One set of seasonal banners (Fall) will be in place by the start of the Program Year 2013-14 (September) quilters will make another set of banners for 2014.
2)Plan two work parties (early spring and late summer)	Active involvement of the community (at least 20 volunteers at each work party) Accomplish all items on work party plan
3)Renew the Cleaning Contract with Boise Building Care.	Building is kept clean without a hiccup.

Goals and Accomplishments for 2012-13

- Purchased material for seasonal banner for sanctuary. Worked with BUUF quilters for making the banners by September, 2013
- Organized two work parties for clean up and minor repairs
- Renewed custodial contract
- Worked closely with custodial contractor
- Identified and collaborated with building and grounds regarding necessary repairs to BUUF's public spaces
- Install electric blinds in the Sanctuary.
- Change burned out bulbs in the Sanctuary, worked with Buildings to accomplish.

Responsibilities List

Custodial contract

Liaison with committees and members regarding esthetic decisions and decisions involving the use of interior space

Coordinate with Building and Grounds

Coordinate with Bridge Events Center

Coordinate with landscape

Ministry Group Summary

[not filled in]

Meaningful Words List:

Welcoming, Future Mindedness, Appreciation of Beauty and Excellence, Sustaining, Creativity, Cleanliness

Vision wish list

Need a new three seat sofa and loveseat in Balazs Room (Sr. High) \$1400 estimate. Current sofa and loveseat are torn.

BUUF Landscape Committee Annual Report May, 2013

Contact information

BUUF Landscape Committee: Mary Schwartzman, Jolene Schow & Barb Alexander

Co-Chairs: Mary Schwartzman sageglen508@gmail.com Jolene Schow joleneschow@gmail.com

Committee e-mail: buuf.landscape@gmail.com

Vision Statement

- Create a landscape in harmony with the spirit of community that is the BUUF essence and in harmony with the climate and soils of the arid Boise environment.
- Invite, encourage and assist members and friends of the Fellowship to be the creators and curators of the landscape.
- Preserve the unique spiritual qualities of this site while continuing to use our Building and Grounds to make money for BUUF through the Bridge Event Center (BEC).
- Develop a leadership structure that divides the administrative load, reduces "burn out" and provides for ongoing consistency and institutional memory.

Mission Statement

- Focus on "maintenance" as our top priority for time and energy.
- Continue to reduce maintenance requirements while maintaining public appeal.
- Be a demonstration to the community for drought tolerant plants.
- Strive for universal accessibility to all areas of the grounds.
- Move from a Committee Meeting Model to a Task/Administrative Model.
- Develop an "administrative system" and adequate budget to maintain the grounds.
- Prepare to replace an aging leadership pool.
- Encourage BUUF towards the goal of a Building/Grounds Staff position who works with volunteers.

Goals for 2013 – 2014

Goals	Evaluation Criteria
1) Keep working to replace aging leadership pool.	
2) Replenish paid labor pool when they find other jobs or are gone through the summer.	

Goals	Evaluation Criteria
3) Keep worn out rider mower deck going as long as possible to avoid a new \$875 replacement.	Found John Verity, steel fabricator and mechanic!
4) Continue reducing maintenance while maintaining public appeal. Revise drip system to planting beds around South Wing to reduce hand watering.	

Goals and Accomplishments for 2012-13

- | | |
|--|---|
| 1. Train & supervise a paid labor pool who can work with volunteers. | <i>2 paid Gardeners</i> |
| 2. Start helping Schows with labor in Jeremiah's Adventure Garden. | <i>\$500 allotted to JAG</i> |
| 3. Requested Finance Committee for increase in paid labor budget. | <i>Increased \$1,300</i> |
| 4. Requested Finance Committee for increased gas budget by \$100 | <i>Increased \$100</i> |
| 5. Recruit, train and coordinate BUUF's volunteer labor pool | <i>Added 2 new recruits</i> |
| | <i>20 Adopt-A-Place Volunteers continued from last year</i> |
| | <i>5 to 13 Work Party Volunteers continued from last year</i> |
| 6. Identify & train new leadership in order to replace an aging leadership pool. | <i>No success</i> |
| 7. Finish emergency work in The Grove & Long Range Maintenance Plan | <i>Emergency work done &</i> |
| | <i>Long Term Maintenance Plan</i> |
| | <i>almost finished!</i> |
| 8. Administrative Leadership Model v.s. Committee Model | <i>Is working well!</i> |
| <i>Administrative business is accomplished mostly by phone, e-mail & contact on site</i> | |
| 9. Developing an "administrative system" and adequate budget to maintain the grounds. | <i>Major progress!</i> |

We have developed a spread sheet of labor hours allotted to each of our gardeners by area to help distribute the labor budget throughout the season. This helps with consistency and institutional memory.

10. Three special Landscape Task Forces met and established 1. *Policy for Memorials on site* (including the scattering of cremains) 2. *Guidelines for Landscape Signage* (which will provide consistency for all future signage).

11. Xeroscape Garden by Mary Anne Hendrich: *Phase 1 finished & Phase 2 ready for design review.*

Responsibilities List

- Train and supervise PAID LABOR

- Train and coordinate VOLUNTEER LABOR
- Contribute labor to JEREMIAH'S ADVENTURE GARDEN (JAG)
- Maintain IRRIGATION/EQUIPMENT/THE GROVE/PLANTINGS
- Continue to do LONG TERM PLANNING
- Evaluate and supervise SPECIAL PROJECTS (Currently "on hold" due to lack of time, energy & money.)

Plans of FY 2013-14

Continue to thank the Finance Committee & Board for their financial support and response to landscape's crucial budget needs.

Continue to share love and joy with our 2 fantastic paid gardeners and incredible volunteers!

"Keep on keepin' on!" There has to be new landscape leadership out there somewhere.

Involve the Fellowship in the enjoyment, pride and work of our beautiful grounds.

Meaningful Words List

Sustaining

Connectedness

Spirituality

Appreciation of beauty and excellence

Legacy

Justice Outreach Branch

Contact information

Committee Chair(s): Cathy Sherman & Debra Smith

Committee e-mail(s): buuf.justice.outreach@gmail.com

Contact information

Committee Chair: Cathy Sherman & Debra Smith

Committee e-mail(s): buuf.justice.outreach@gmail.com

Vision Statement

We believe social justice work is a natural outgrowth of a healthy, nurturing church community as we seek to act out our Seven UU Principles in the world. We believe that social justice work should be reciprocal, and based on honored and dignified relationships in order that the good work be enduring, sustainable, and transformative for all involved.

Mission Statement

Our mission, in conjunction with our minister, is to nurture our identity as a social justice congregation. We will effect this by

- engaging the congregation with opportunities to do meaningful justice work (systemic change) and mercy work (service)
- partnering with religious and social service and advocacy groups to magnify our impact
- expanding, deliberately and strategically, the range of social justice initiatives
- reflecting and evaluating our endeavors

so that the fellowship keeps faith with its stated mission to "practice justice...as a congregation."

Goals for 2012 – 2013

Goals	Accomplishments
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Goals	Accomplishments
<p>16) support the Hunger Action Task force in its goal to increase congregational support for its goal of working to eradicate hunger in Idaho.</p>	<p>Our Hunger Action Task force disbanded when the leadership stepped down. While ad hoc committees continue to function to accomplish many volunteering activities, the future of this ministry remains in question. The team fulfilled a request to sponsor the “Picnic in the Park” program, but our site was not well attended, and the Idaho Food Bank did not consider is for the summer of 2013. This committee did accomplish many worthwhile initiatives:</p> <ul style="list-style-type: none"> • sponsored two services on the issue of hunger in the Treasure Valley; one in summer and one in the fall – that one being a Sermon to Service Sunday, which resulted in and increase in recruiting of volunteers and donations for Crop Walk • continues to “man” the EBT station at the Saturday Market, and continues to work with Paint the Town, Rake Up Boise, and Habitat for Humanity
<p>17) support the Rainbow Outreach Committee in developing leadership and strengthening the committee</p>	<p>This committee has formulated a Vision and Mission statement, and has been successful in working with interfaith groups on LGBTQ issues.</p> <ul style="list-style-type: none"> • sponsored a Sermon to Service Sunday for the Transgendered Day of Remembrance, which also featured the ACLU efforts to make Boise a “non-discrimination city” for the rights of the LGBTQ community. Boise adopted this non-discrimination ordinance.

Goals	Accomplishments
<p>18) support the Partner Church Committee in its goal of increasing congregational awareness of our partnership</p>	<p>In honor of the 20th anniversary of our partnership, this committee opted for a no-charge celebration of our partner church program, rather than what has been an evening dinner of Transylvanian food and culture. The event took place in May, and was attended by many new families new to BUUF. In addition, this committee</p> <ul style="list-style-type: none"> • conducted a service on our Partner Church program • continues to support the scholarship fund with donations from the committee members, and the plate collection in February.
<p>19) support the PMC structure as we move to a program-size church structure of governance</p>	<p>Leadership of this strand attended PMC meetings, and helped to formulate the plan for how we bring forward initiatives, how we plan events, and how we budget for program expenses. Also assisted in the development of a “memoranda of understanding” with Transform Idaho, a group doing substantial social justice advocacy, and led by a member of the congregation.</p>

Goals	Accomplishments
<p>20) help the congregation identify as one that collectively supports a social justice mission</p>	<p>This is an on-going task. We look forward to getting guidance from the newly formed PNWD-wide social justice leadership development initiative. In addition, the new interim minister has expressed a desire to assist with this. This year, the Branch implemented two initiative that we hope to build on going forward, in order to develop a collective social justice vision for our fellowship:</p> <ul style="list-style-type: none"> • started the “Sermon to Service Sunday” (StoSS) whereby the sermon topic revolves around a social justice concern, and is accompanied by information “booths” in the vestibules outlining volunteer and advocacy opportunities for the congregation. • created an event to honor Elizabeth Greene’s community outreach, “Communi-Tea,” on May 17th. Over 100 guests were invited. We would like to continue with this event, and make it a tradition. To encourage more congregational input, next year we would like our members and friends to provide a personal invitation to a non-profit organization with which they are involved. This should help “cement” our connection between the Fellowship and the larger justice community.

Hunger/Food Supply Task Force

Contact information

Committee Chair(s): Vacant

Committee e-mail(s): buuf.food.tf@gmail.com

Vision Statement

Work towards the eradication of hunger in Idaho.

Mission Statement

Work together with local organizations that are concerned with hunger/food supply issues, and advocate for long-term solutions to hunger in Idaho.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) Adopt advocacy goals of IIRAH and support them as deemed appropriate by the committee.	Increase number of Take Five events we hold to three. Link with congregations out of area to advocate for hunger/food supply issues.
2) Facilitate or nurture a higher level of food awareness and independence among the people we hope to serve.	How many people participated in the lunch program at Boys and Girls Club?
3) Build enthusiasm within the congregation for the social justice mission	Adopt a Sunday meal preparation for the Interfaith homeless shelter at the King of Glory Lutheran church. How much funding was raised for the Whittier Backpack program?

Goals and Accomplishments for 2011-12

- Money raised for the Idaho Foodbank’s Backpack program
- Supported the Capitol City Market’s EBT program

Responsibilities List

- Fundraising for the Idaho Foodbank’s Backpack program at Whittier school
- Coordinate staffing for the EBT machine at the Capital City Market
- Advocacy for the hungry by urging the Idaho State Legislature to create programs for feed the hungry and making them available with the least restriction.

- Organizing volunteers for Idaho Food bank work parties

Meaningful Words List

1. Sense of purpose
2. Generosity
3. Teamwork
4. Sustaining
5. Diligence

Vision wish list

- A social justice outreach coordinator.
- Community garden on the Chelan property.
- Commercial kitchen for BUUF.

Partner Church Committee

Contact information

Committee Chair: Gwyn Reid

Committee e-mail: buuf.partnerchurch@gmail.com

Vision Statement

The partner church committee sustains our global partnership with the congregation of the Unitarian church in Mészkö, Transylvania, promoting international awareness, human rights, and a better world. We will challenge ourselves theologically and open ourselves to transformational experiences.

Mission Statement

- We will maintain ongoing communication between BUUF and Mészkö.
- We will support and maintain the Boise/Mészkö scholarship program.
- We will provide opportunities to celebrate our Transylvanian Unitarian heritage.
- We will provide thought provoking and creative educational programs.
- We will encourage and facilitate travel opportunities between Boise and Mészkö.

Goals for 2012 – 2013

Goals	Evaluation Criteria
1) We will offer two adult religious education classes. Participation will increase from previous year.	Class will be deemed successful based on positive feedback from participants.
2) We will provide scholarships at least at the current level and raise sufficient funds to provide seed money for future scholarships.	[not filled in]
3) We will provide information in the BUUF news regarding travel opportunities and sponsor an informative Q & A session regarding expectations for traveling to Transylvania -- class to be held in the late fall.	Goal is to have some participants commit to traveling to Mészkö in the summer of 2013.
4) Partner Church Service - The annual partner church service in January will be well planned and inspiring.	Attendance will be higher than previous year. We will receive positive comments from the congregation.

Goals	Evaluation Criteria
5) We will plan and hold a celebration of our partnership that is affordable and multi-generational.	Participation will be higher than at 2012 Fesztival. More children and youth will be in attendance.
6) We will celebrate the 20th anniversary of our partnership at our annual bridge ceremony. Ideally both congregations will be able to participate (simultaneously if possible).	

Goals and Accomplishments for 2011-12

- 1) Classes - We held a successful class on egg dyeing and chimney bread making. Unfortunately the cooking class planned for May did not have sign ups, so was cancelled. :(
- 2) Along with the congregation of Mészkő we created the Boise/Mészkő scholarship program, and provided partial scholarships to the first four students.
- 3) We coordinated the annual Partner Church Worship service featuring Tom von Alten and Jeanette Ross sharing their experiences from last August's travel to Transylvania as part of a UU choir.
- 4) We held the third Fesztival banquet on April 28. The event was well received, but attendance was down from the previous year. We have not yet conducted an evaluation of this event.
- 5) The Mészkő congregation demolished their inadequate community building and have worked together to build a new building to meet the needs of their congregation for many years to come.
- 6) The celebration of the 19th anniversary of our partnership is planned for the first Sunday in June.

Meaningful Words List

1. Fellowship
2. Historical Interest
3. Openness to Experience
4. Enthusiasm
5. Future Mindedness

Vision wish list

Subsidies for the Scholarship Fund

Subsidizing Adult travel

